



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved COMMUNITY DEVELOPMENT AUTHORITY

Thursday, June 13, 2019

4:30 PM

215 Martin Luther King, Jr. Blvd.
Room 153 MMB (Madison Municipal Bldg.)

CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:32 p.m.

Present: 5 - Tag Evers; Daniel G. Guerra, Jr.; Gregory R. Reed; Sariah J. Daine and Claude A. Gilmore

Absent: 1 - Sheri Carter

Staff: Tom Conrad, Jim Nichols, Nan Fey, Adam Pfost, Deb Rakowski, Lisa Daniels, Kris Koval, Matt Wachter; Linda Horvath, Ryan Jonely (Planning Division); Kent Yan, Plato Commercial Real Estate LLC

APPROVAL OF MINUTES

A motion was made by Evers, seconded by Reed, to Approve the Minutes of the May 9, 2019 meeting. The motion passed by voice vote.

APPROVAL OF MINUTES

A motion was made by Gilmore, seconded by Evers, to Approve the Minutes of the June 5, 2019 meeting. The motion passed by voice vote.

PUBLIC COMMENT

None.

DISCLOSURES AND RECUSALS

Greg Reed disclosed that he is now a UW-Madison employee and may recuse himself from Item 9.

Sariah Daine disclosed that she is a member of the Triangle and Monona Bay Ad Hoc Neighborhood Plan Steering Committee.

Sheri Carter arrived at 4:36 p.m.

Present: 6 - Tag Evers; Sheri Carter; Daniel G. Guerra, Jr.; Gregory R. Reed; Sariah J. Daine and Claude A. Gilmore

1. [32700](#)

COMMUNICATIONS

1. HUD Scores - Tom Conrad reported that HUD has given our Section 8 program a "high performance" score for 2018. The PHAS score hasn't been issued yet,

but is expected to be "standard performer."

2. HUD brought staff to Madison during the past two weeks to look at our public housing inventory. They have looked at repositioning some Section 8 housing, and have done some modeling. Their next meeting with us will be August 22. They will possibly have a new, more stable funding stream.
3. Triangle management staff have helped residents to organize a residents' organization. They have elected officers, and have applied for and received a \$5,000 grant for an arts project.
4. A Freedom of Information request which was directed to the CDA has been handed off to the Planning Division.

2. [56123](#)

Introduction of Interim DPCED Director Nan Fey

Nan Fey, the new PCED Interim Director, was introduced by Tom Conrad. She described her goals. She intends to keep things on track. She will be in the position for 6-9 months, until a new Director is hired.

Daniel G. Guerra, Jr. said she will not become the CDA's Executive Director.

Fey said the Mayor and Tom Conrad were part of the discussion leading to this decision.

Conrad will deal with the Executive Director's responsibilities while continuing as Deputy Director of the CDA..

Presentation of Consent Agenda

A motion was made by Gilmore, seconded by Carter, to Adopt the Consent Agenda, approving items 8, 11, 13, 16 and 17. The motion passed by voice vote.

DISCUSSION ITEMS

Item 7 and 9 were taken out of order.

7. [54960](#)

Village on Park Leasing Update

Kent Yan, Plato Commercial Real Estate LLC, provided the update. The UW-Madison will be renting all of the Madison College space. There is also a "Plan B" involving renting to a group of smaller tenants in case the deal with UW is not finalized.

He provided copies of the advertisement brochure they have been using.

He said the upcoming Dane Buy Local Business Expo, on June 25, currently has 45 registered exhibitors. They expect a good turnout.

9. [56201](#)

CDA Resolution # 4332 - Authorizing the CDA to execute a lease with Board of Regents of the University of Wisconsin System for office space at The Village on Park.

A motion was made by Carter, seconded by Gilmore, to Approve. The motion passed by the following vote:

Ayes: 5 - Tag Evers; Sheri Carter; Daniel G. Guerra, Jr.; Sariah J. Daine and Claude A. Gilmore

Abstentions: 1 - Gregory R. Reed

3. [56204](#) CDA Resolution # 4328 - Commending the staff of Broihahn Management and Consulting, LLC for their dedicated service as property managers of Monona Shores Apartments

Lisa Daniels presented the Resolution.

A motion was made by Carter, seconded by Gilmore, to Approve. The motion passed by voice vote.

4. [56202](#) CDA Resolution # 4327- Commending the staff of Meridian Group, Inc for their dedicated service as property managers of CDA 95-1.

Deb Rakowski presented the resolution. Several members of the Meridian staff were present, and Board members thanked them for their excellent service.

A motion was made by Carter, seconded by Gilmore, to Approve. The motion passed by voice vote.

5. [55999](#) Reconsideration of Item 55528 Adopting the Triangle Monona Bay Neighborhood Plan as a Supplement to the City of Madison Comprehensive Plan and dissolving the Triangle and Monona Bay Ad-Hoc Neighborhood Plan Steering Committee. NOTE: This item requires a motion to suspend the rules by unanimous vote.

A motion was made by Daine, seconded by Reed, to Suspend the Rules to allow consideration of Item 5. The motion passed unanimously.

A motion was made by Evers, seconded by Gilmore, to Reconsider the previous Suspension of Rules. The motion failed by the following vote:

Carter: No Daine: No
Guerra: No Reed: No
Evers: Aye Gilmore: Aye
Ayes: 2; Nos: 4

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Discussion of Item 6 began. On a Point of Order it was noted that Item 5 needed to be considered first. Fey recommended that Item 6 be Tabled until Item 5 was dealt with.

A motion was made by Daine, seconded by Reed, to Table Item 6 The motion passed by voice vote.

Greg Read said that he had received the draft Triangle-Monona Bay Neighborhood Plan in the mail only one day before the May 9 meeting, and that he was cut off during the discussion of the Plan at that meeting. For those reasons, he wants to reconsider the CDA's Recommendation for Approval.

A motion was made by Reed, seconded by Carter, to Approve the Reconsideration of Item #55528 (Agenda Item 6). The motion passed by the following vote:

Ayes: 5 - Sheri Carter; Daniel G. Guerra, Jr.; Gregory R. Reed; Sariah J. Daine and Claude A. Gilmore

Noes: 1 - Tag Evers

6. [55528](#)

Adopting the Triangle Monona Bay Neighborhood Plan as a Supplement to the City of Madison Comprehensive Plan and dissolving the Triangle and Monona Bay Ad-Hoc Neighborhood Plan Steering Committee.

A motion was made by Reed, seconded by Carter, to Return to Lead with the Following Recommendation(s) to the PLAN COMMISSION:

- Add a bullet point on p. 28 to the "Why" column for the "Medium Residential" item in "Recommendations," that says "Allows for approximate doubling of existing number of CDA housing units."
- Add a bullet point on p. 28 to the "Recommendations" column that says, "Support placing mechanicals above grade due to flooding concerns."
- The plan should support additional north-south access through the property with the road as proposed (pp. 39-41).

The motion passed by voice vote.

A motion was made by Reed, seconded by Carter, to Return to Lead with the Following Recommendation(s) to the PLAN COMMISSION:

- Add a bullet point on p. 28 to the "Why" column for the "Medium Residential" item in "Recommendations," that says "Allows for approximate doubling of the existing number of CDA housing units."
- Add a bullet point on p. 28 to the "Recommendations" column that says, "Support placing mechanicals above grade due to flooding concerns."
- The plan should support additional north-south access through the property, with the road as proposed on pp. 39-41.

The motion passed by voice vote.

Discussion (summary):

Reed: likes the plan in general, but it needs to deal with

- flooding and high-water table issues that will limit development possibilities due to higher expense.
- should include recommendation to put mechanicals on second floor (above the water table)
- circulation and pedestrian safety improvements, including adding a road that will increase north-south access
- reasons for the down-zoning and reduction of height and density
- add a bullet point (p. 28) says the density changes will allow for the doubling of existing building stock

Horvath: CDA and Bayview will still be able to build additional housing units with the land use change from High to Medium Residential

Guerra: the density change won't hurt the CDA's ability to build larger buildings.

Evers: The committee worked on this plan for 18 months, and the CDA shouldn't override neighborhood concerns.

Carter: the plan can and will be changed. She is concerned about the future of the CDA properties in the area.

Gilmore: the plan can be changed. The flooding issue is a good point.

Conrad: the CDA properties won't be built to more than twice current density.

8. [56205](#) CDA Resolution # 4331 - Amending the lease between the CDA and Dane County Parent Council, Inc. (Head Start) for space within The Village on Park.

Consent Agenda.

A motion was made by Gilmore, seconded by Carter, to Approve. The motion passed by voice vote.

Claude Gilmore left the meeting at 6:15 p.m. A quorum was still present.

Present: 5 - Tag Evers; Sheri Carter; Daniel G. Guerra, Jr.; Gregory R. Reed and Sariah J. Daine

Excused: 1 - Claude A. Gilmore

10. [56214](#) Housing Operations Monthly & Quarterly Report

A motion was made by Daine, seconded by Carter, to Refer to the Community Development Authority meeting of July 11, 2019. The motion passed by voice vote.

11. [56212](#) CDA Resolution # 4333 - Amending the agreement between the CDA and the Dane County Housing Authority regarding the use of Section 8 Vouchers by disabled households within the jurisdiction of the respective Authorities.

Consent Agenda.

A motion was made by Gilmore, seconded by Carter, to Approve. The motion passed by voice vote.

12. [56206](#) Presentation on Revival Ridge

A motion was made by Daine, seconded by Carter, to Refer to the Community Development Authority meeting of July 11, 2019. The motion passed by voice vote.

13. [56213](#) CDA Resolution # 4334 - Authorizing the Executive Director to renew expiring contract(s) for Project Based Voucher program.

Consent Agenda.

A motion was made by Gilmore, seconded by Carter, to Approve. The motion passed by voice vote.

14. [56222](#) Introduction to HUD "Lead the Way" Training

A motion was made by Daine, seconded by Carter, to Refer to the Community Development Authority meeting of July 11, 2019. The motion passed by voice vote.

15. [56207](#)

CDA Resolution # 4330 - Disallowance of Insurance Claim No. GLC00000342, made by Mary Jo Winner

Tom Conrad explained that the insurance claim was rejected by the insurance company. CDA Board approval is required when such claims are being rejected.

16. [56209](#)

CDA Resolution # 4329 - Authorizing the signing of a contract for Roof Repairs and Membrane Replacements at Parkside Apartments

Consent Agenda.

A motion was made by Gilmore, seconded by Carter, to Approve. The motion passed by voice vote.

17. [56265](#)

CDA Resolution # 4336 - Approving the expenditure of an additional \$25,726 for the construction of a Model Home on Lot 12 of Mosaic Ridge.

Consent Agenda.

A motion was made by Gilmore, seconded by Carter, to Approve. The motion passed by voice vote.

18. [56223](#)

City of Madison Budget Update

Adam Pfost provided an update on the City Budget process. The City has a projected deficit of \$ 9.5 million. The Mayor has asked each department for a flat proposal, a proposal that assumes a 2.5% increase, and one assumes a 2.5% decrease. He noted that most CDA funding is from Federal grants or self-generated from redevelopment. All CDA budgets are developed from our property projects.

Deb Rakowski said we get approx. \$175,000 from the City. Tom Conrad said our total budget is approx. \$25 million.

Guerra said we need to make sure the Housing redevelopment specialist position is filled and not eliminated.

Pfost said the proposed budget will be submitted to Finance on July 10. He can provide an update at the July 11 CDA meeting.

19. [55980](#)

Election of Officers

A motion was made by Daine, seconded by Carter, to Refer to the Community Development Authority meeting of July 11, 2019. The motion passed by voice vote.

20. [35867](#)

SCHEDULED MEETINGS

21. [36526](#)

BUSINESS BY THE COMMISSIONERS

ADJOURNMENT

A motion was made by Reed, seconded by Carter, to Adjourn. The motion passed by voice vote. The meeting Adjourned at 6:38 p.m.