



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Draft COMMUNITY DEVELOPMENT AUTHORITY

Thursday, August 8, 2019

4:30 PM

Revival Ridge Community Room
2313 Allied Drive

CALL TO ORDER / ROLL CALL

The meeting was Called to Order at 4:31 p.m. by Vice-Chairperson Claude Gilmore.

Present: 7 - Tag Evers; Sheri Carter; Kelda H. Roys; Gregory R. Reed; Sariah J. Daine; Mary E. Strickland and Claude A. Gilmore

Staff: Tom Conrad, Adam Pfost, Jim Nichols, Lisa Daniels, Kris Koval, Nan Fey, Kent Yan, Jule Stroick, Jeff Greger

APPROVAL OF MINUTES

A motion was made by Daine, seconded by Carter, to Approve the Minutes of the July 11, 2019 meeting. The motion passed by voice vote.

APPROVAL OF MINUTES

A motion was made by Evers, seconded by Daine, to Approve the Minutes of the July 21, 2019 meeting. The motion passed by voice vote.

PUBLIC COMMENT

None.

DISCLOSURES AND RECUSALS

None.

1. [32700](#)

COMMUNICATIONS

1. Nan Fey: CDA comment may be needed as to how the presence of F-35s at Dane County Airport may affect Rethke, Truax and other CDA properties. The deadline for comments is September 27.

2. Nan Fey: Regarding Council Resolution, Legistar ID 56845, "Accepting the white paper titled "Equitable Development in Madison: An assessment of factors contributing to displacement and gentrification." This was not referred to the CDA, and she has a special request for Alders on this committee to have this referred to the CDA.

Alder Carter indicated she would do this.

PRESENTATION OF CONSENT AGENDA

A motion was made by Carter, seconded by Daine, to Adopt the Consent Agenda, approving items 5 and 7. The motion passed by voice vote.

The order of the following three items was changed to "4, 3, 2."

4. [54960](#)

Village on Park Leasing Update

Kris Koval reported that marketing for the Madison College space has continued. If UW hasn't confirmed wanted space and terms by the beginning of September, a letter will be sent to existing tenants to ask if they are interested in expanding and leasing more space.

Edgewood College is interested in 5,000 sq. ft.

Regarding the North building and Reach Dane/Head Start, they want a 20,000 sq. ft., building. They have a grant of \$3.6 million that can be used only to build a new facility, and have not found a site.

CDA members suggested they try to get the terms of the grant changed.

3. [56633](#)

Authorizing the update of the South Madison Neighborhood Plan

A motion was made by Strickland, seconded by Daine, to Return to Lead with the Recommendation for Approval to the PLAN COMMISSION. The motion passed by voice vote.

A motion was made by Strickland, seconded by Daine, to Return to Lead with the Recommendation for Approval to the PLAN COMMISSION. The motion passed by voice vote.

Jeff Greger and Jule Stroick of the City Planning Division provided a report.

Greger explained the process for the plan update.

Stroick described a Brownfield Grant, which can be used by property owners to determine the history of a site and determine contamination and remediation possibilities which can improve development possibilities.

2. [56852](#)

Analysis of Impediments Study

Linette Rhodes of the City CDBG office gave a presentation.

She said an Impediment Study is required every five years. The last report was done in 2013 by a hired consultant. This year's study was done by City staff. The study looks at barriers to housing choice, but is not an assessment of fair housing or housing needs.

The biggest barrier is cost.

An inter-agency team has been created to determine priorities and the best choices for action.

5. [56816](#)

CDA Resolution # 4340 - Authorizing the execution of a lease agreement with the Center for Railroad Photography and Art, Inc. for space at the Village on Park

Consent Agenda

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

Item #11 was taken out of order.

11. [55980](#)

Election of Officers

Sheri Carter acted as Chairperson for item # 11.

Nominations for the position of Chairperson were opened by Carter. Evers nominated Claude Gilmore, seconded by Reed.

Evers moved to close nominations, seconded by Daine.

Evers moved, seconded by Daine, for a unanimous vote to choose Claude Gilmore as Chairperson. The motion passed unanimously.

Carter opened nominations for Vice-Chairperson.

Gilmore moved to nominate Sariah Daine, seconded by

Evers moved to close nominations, seconded by Gilmore.

Evers moved, seconded by Gilmore, to choose Sariah Daine as Vice-Chairperson. The motion passed unanimously.

Sheri Carter relinquished her position as temporary Chairperson.

A motion was made by Evers, seconded by Daine, to vote unanimously to choose Claude Gilmore as Board Chairperson. The motion passed by unanimous vote.

A motion was made by Evers, seconded by Gilmore, to choose Sariah Daine as Board Vice-Chairperson. The motion passed by unanimous vote.

7. [56774](#)

Housing Operations Monthly and Quarterly Report

Consent Agenda

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

8. [56206](#)

Presentation on Revival Ridge

Lisa Daniels provided a report.

Revival Ridge is a multi-family development of five buildings with 49 units. All are tax-credit units, and 36 units have project-based vouchers. The development has high occupancy, usually at or near 100%, and low turnover.

Goals for 2019 include some replacements and repairs.

Daniels introduced Jennifer Carter, the property manager, and Jackie Murphy, the

operations manager.

6. [56925](#) Authorizing the execution of a Space Use Agreement with Second Harvest Foodbank of Southern Wisconsin, Inc. for the continued operation of a monthly food pantry at The Brittingham Apartments located at 755 Braxton Place.

Reed asked who is responsible if there is a problem with the food.

Conrad said 2nd Harvest is responsible. The agreement includes insurance requirements. .

A motion was made by Carter, seconded by Reed, to Approve CDA Resolution #4343. The motion passed by voice vote.

9. [56776](#) Repositioning Public Housing

Tom Conrad provided a report

Issues include:

- There is a large backlog of capital maintenance needs for public housing because there is a lack of capital.
- Annual HUD inspection scores are lower if (there are maintenance issues).
- We can't use tax credits to finance this because we don't pay taxes.

Options suggested by HUD:

- Move properties into a Section 8-type setup, which allows us to use tax credits.
- Use the Rent Assistance Demonstration (RAD) program
- Use tenant protection vouchers.

Two representatives from HUD will be at our October meeting to discuss issues and options.

Our housing properties are in a variety of conditions, so the repositioning will be done in stages rather than all at one time.

10. [56853](#) Board Orientation Resources

Conrad said Board members need to understand the CDA's fiduciary policy. They need to be educated before they can do a good job. The "Lead the Way" educational program is available on-line, and requires about four hours to complete.

Fey said everyone needs to know what their duties and responsibilities are. People can do their homework, and ask questions at meetings.

ADJOURNMENT

A motion was made by Carter, seconded by Reed, to Adjourn. The motion passed by voice vote. The meeting Adjourned at 6:30 p.m.