

**Minutes**  
**Community Development Authority**  
**February 27, 2018**

Chair Stolper called the Community Development Authority (CDA) meeting to order at 6:30 pm.

Present: Chair Tom Stolper, Ald. Andrew Kitslaar, Mr. Andrew Homburg, Alder Doug Wood, Mr. Dave Lombardo

Excused: Mr. Scott Kelly, Mr. Jeff Staver

Also Present: City Planner & Economic Development Director Sonja Kruesel, City Administrator April Little, and Attorney Bill Cole

**MINUTES**

A motion by Alder Kitslaar, seconded by Alder Wood, to approve the minutes of the January 23, 2018 open session and closed session meeting was carried. There was one change to correct Mr. Staver's name.

**APPEARANCES**

There were no appearances.

**OLD BUSINESS**

- A. Review of Material Requested by CDA Regarding Updates to the Renew Monona Program and Direction to Staff – Gary Becker, GWB Professional Services

Gary Becker presented information on a 9-page memo prepared to address information from the November meeting. This information included:

- Alternate definitions for affordable that meets TIF law requirements.
- A summary of other housing programs that Renew Monona could potentially partner with and provide examples of project financing.
- Information on a first-time homebuyer program, including information on loans vs. grants.
- A map showing the distribution of affordable housing in Monona.

Mr. Becker also provided a supplemental hand-out with his recommendations including:

- Require homeowner to submit a bid from qualified contractor
- Clarify whether furnaces belong in the same category as other energy system components
- Define affordable – he recommends using the “Median Multiple Indicator”
- Leverage funds by partnering with Project Home
- Establish Programs within Renew Monona – caps for loans for energy efficiency upgrades at \$15,000 / other systems upgrades at \$7,500 / and expansions at \$20,000.
- Consider a first-time homebuyer down payment assistance deferred loan.

The CDA had the following feedback and questions.

- The CDA agreed we do not want to get into income verification.
- CDA does not want to geographically target certain neighborhoods; there is enough distribution of housing values across the city. Also geographic targeting would usually be in response to some sort of blighting or crime factor that needed to be addressed.
- Please coordinate with Project Home to attend a meeting in the future. CDA would like to know more about their history, and impacts of partnering with them on Monona staff capacity.
- More information on the down payment assistance program and how it would work including when funds would be available for application or when they would be paid and what an appropriate amount would be.

Gary Becker will prepare more information for the May or June CDA meeting.

## **NEW BUSINESS**

- A. Convene in closed session pursuant to Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Galway Development Agreement Amendment / Riverfront Development).

A motion was made by Alder Wood, seconded by Mr. Lombardo to convene in closed session. The motion carried unanimously on a roll call vote.

- B. Reconvene in Open Session under Wisconsin Statute Section 19.85(2).

A motion was made by Mr. Homburg, seconded by Alder Kitslaar to reconvene in open session. The motion carried.

- C. Discussion and Possible Action on Matters Arising from Closed Session.

A motion was made by Alder Kitslaar, seconded by Alder Wood, to approve amendment #1 to the development agreement with the understanding that a third party audit will be completed of the claimed increased construction costs due to delay of the Phase I land conveyance, as well as a list of potential costs avoided due to the same.

The motion carried.

- D. Consideration of Resolution 2-27-18 to Convey Property for the Riverfront Development Project.

A motion was made by Alder Wood, seconded by Alder Kitslaar to approve the resolution with updated Parcel Identification Numbers per the approved CSM.

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Approved March 26, 2018

The motion carried.

## **REPORTS OF STAFF AND CDA MEMBERS**

The next meeting is March 27, 2018. The regularly scheduled meeting on April 24<sup>th</sup> will be cancelled. The next meeting after that is May 22, 2018.

## **ADJOURNMENT**

A motion was made by Alder Wood, seconded by Mr. Homburg to adjourn. The motion carried. (10:00 pm)

Respectfully submitted by: Sonja Kruesel,  
City Planner & Economic Development Director