

Meeting Minutes
TLNA Steering Committee Meeting for the Dane County Proposal to Create a Day Shelter and Resource Center for the Homeless at the Messner site, 1326 E. Washington
February 9, 2016, Christ Presbyterian Church, 944 E. Gorham St.

Attendees:

TLNA Representatives, City and County Staff, Contractors, Elected Officials:

Patty Prime, TLNA President

Heidi Wegleitner, District 2, Dane County Supervisor

Ledell Zellers, District 2 City of Madison Alder

Todd Violante, Director, Planning and Development, Dane County

Lynn Green, Director Human Services, Dane County

Dawn O’Kroley, Dorchner Associates

Jim O’Keefe, City of Madison Community Development

Neighbors and Interested Parties:

Richard Linster, Deborah Boehm, Oscar Daley, Garrett Grainger, Jeremy Cesarec, Bob Holz, Brenda Konkell, Michael Ryanjoy, Susan Springman, Jon Becker, Steve Wilke, Marsha Cannon, David Staple, Shawn Kapper, Joe Hoey, Karla Handel, Tom Kapper, Cameron Field, Rachel Freley, Mary Lang Sollinger

Introduction:

After introductions, Patty Prime referred to the meeting round rules that should be observed to keep the meeting running smoothly. She stressed that this meeting was to focus on developing proposed conditions that the neighborhood would like to see applied to the facility’s conditional use permit (CUP), if it were to be granted by the City of Madison. She then invited the County to give an update on the proposal.

Update and Discussion:

Heidi Wegleitner has introduced a resolution (Resolution 242) at the county to clarify the process going forward with the day resource center (DRC). The resolution would convene two publicly notice meeting to look at the operations model and appropriate funding mechanisms. The vision from those meetings should stay true to the vision of a comprehensive DRC. The resolution also states that operations recommendation should include space for a full service kitchen.

The resolution states that the county, as a CUP applicant, would develop a new RFP in collaboration with potential funders. The approval of the operator would go in front of homeless services committee before full board approval. Currently, the resolution has been referred to the health and human needs committee. It is also going to public works committee and personal finance committee before it would go to the county board for adoption.

A main provision of the resolution is that it requires the county to select an operator for the DRC *prior* to applying for a CUP.

Resolution 242 will be discussed at the Health and Human Needs committee next Tuesday (February 16) at city county building room 351 at 5:45 pm.

Heidi states that a management plan needs to be included with the CUP application for a DRC.

It is unclear whether the County will approve the resolution or move forward with the CUP without selecting an operator.

Lynn Green and Dawn O’Kroley met with the Madison Police Department (MPD) regarding safety issues at the facility and in the community. No meetings have occurred between county, stakeholders, and funders. The first meeting (between county and United Way) will most likely not be open to the public.

Question: Jon Becker asks if anyone can explain the City’s letter to County Exec. Parisi. (letter to Todd Violante, Dane County Planning and Development, from Natalie Erdman, Director Madison Department of Planning and Community and Economic Development, February 4, 2016).

-Jim O’Keefe from City of Madison said the purpose of letter was to state the Mayor’s support of the county’s efforts but to state the CUP will face the same standards as any other CUP application. Second, the letter sought to bring clarity to the funding question. The city encourages the county to not make monetary commitments for the facility on behalf of the city without any foundation for such statements.

Heidi Wegleitner update on budgets: County has \$210k total for the DRC and Bethel funding. The assumption is the funding for Bethel will not continue once the DRC opens. County and city need to decide their funding into the future given the change in services offered with the potential opening of the DRC so there can be hard monetary numbers for discussions.

Timing of CUP Application: County will not commit to the timing for the CUP application timing.

Question: Given there wasn’t enough funding in the original RFP, what is the minimum combined funding target to open the doors?

- Heidi Wegleitner: Response to RFP was \$120k over budget at \$450k.
- County needs funding partners to commit to raise the budget in the RFP.
- Lynn states she will not say that the original budget at \$330k is under budget. She says that other models in Wisconsin point to \$330k as a sufficient amount

of funding for this facility. Lynn then says \$330k total is “probably not enough” for the city/county/private funders to run the facility.

Question: Jon Becker - What are the time constraints for the project?

County representatives answer:

- Six months of construction
- Months for city approval process
- Unlikely to get any CUP approval by June

Comment: Marsha Cannon – Other projects seem to have a religious or non-profit champion, who is the champion here other than Dane County? If no one else is on board, why don't we take the budget for this and put it toward housing?

Question: Deb Boehm – Any progress regarding the condition of the building?

DESIGN UPDATE:

Dawn O’Kroley:

Budget information from last meeting is the most up to date.

Architect firm has landscaping plan, frontage on East Wash plan, and safety plan.

There are red and cream colored bricks on the building. A potential design would include metal paneling similar to the downtown library. The building would be pulled back off the sidewalk by about 15 feet. A red wood fence that is transparent yet secure may be used for the courtyards.

Heidi Wegleitner - After purchase the county has less than 2 million for renovations.

Dawn O’Kroley:

The original windows will be kept on the building and storm windows will be created for energy efficiency. The original windows are being kept for aesthetic purposes.

Comment: Are we spending more money on the nice looking windows when we could be using it toward the purpose of the DRC?

Question – What standards have you followed to identify this as the most secure design? What were the MPD comments regarding security?

- MPD recommended fences that are solid wood with no transparency, except for along the Pasqual’s area, where the fencing could be transparent to not divide the properties.
- County has discussed lighting after dark as well as security systems.

- There will be one family patio and one patio that allows smoking
- Dawn can send electronic copies of designs

Comment: Sue Springman - Captain Gloede from MPD should talk to adjacent property owners about security and design concerns.

Question: How many people can this facility hold?

-Lynn Green - The county anticipates the facility will hold a maximum of 100 people.

Question: What is the plan for overflow? And the flow of people waiting to get in?

-Heidi Wegleitner – That is a good question but the county doesn't have an answer right now. There is more work to be done regarding the operator and fire code to determine what the maximum occupancy is. That number could change as well. Prior temporary day resource centers let people in early if they were waiting and staff was ready.

-Dawn O'Kroley – The intent is for the front of the building to be green space to not be occupied.

Question: Are you going to allow alcohol at the facility?

- County representatives – There will be no usage of drugs or alcohol in the building, but persons using alcohol and drugs will be allowed in unless they are disruptive, then they will be asked to leave.

Comment: Over 50k cars drive by the facility everyday as a gateway to the city, that should be considered for the design.

Question: Can we be sure the roof will hold a solar array? Will the building be built for vertical expansion?

Comment: All public buildings should consider environmental costs and energy usage.

- Patty Prime reminds the steering committee that TLNA has a history of asking for such conditions and they can certainly be asked for here.
- County – There may be funds from the county for such improvements (solar array)

Comment: Steve Wilke – The biggest concern of the neighborhood is poor behaving facility users being asked to leave and being let loose into the neighborhood, without any oversight by the operator. We have heard nothing on this topic.

-Lynn Green – MPD said there were very few incidences at the last temporary shelter that required someone was asked to leave.

Comment from Steering Committee: The problems around the temporary shelters did not always involve the police. The residents of the neighborhood want a plan for how a small subset of the population will impact our neighborhood.

-Lynn Green – there are ways of policing the neighborhood and managing crowds that are already being done in the city

Question: Marsha Cannon – The kitchen use keeps expanding, what is the current plan for the kitchen? Will it be a kitchenette or a full food safety certified kitchen?

-Dawn O’Kroley - Current designs are for at least a 15 ft long kitchen

Question: Deb Boehm – Is this a 9k or 11k square foot renovation?

-Dawn O’Kroley - Around 9,500 assignable sq/ft of interior space can be renovated

Question: Will the county engage the neighboring businesses regarding the design?

-Dawn has emailed with Tenney-Lapham Nursery but it is too early in the process to have substantive conversations

Concerns and Recommendations:

A table was posted recently to the website with issues and concerns gathered from prior meetings.

Patty: These ideas are recommendations the neighborhood would like to see

Ald. Zellers: The city often listens to conditions recommended by neighborhood associations.

TLNA will develop a list of conditions to be sent to the plan commission in time with the CUP application.

Patty walks the group through the conditions drafted by Shawn Kapper, pausing to let the Steering Committee comment on each proposed condition.

Comment: Sue Springman – We should have a sub group draft our conditions against the city’s three condition groups and have members of the group help put it into legal language. Cameron Field agrees to help Patty Prime and Patrick draft the conditions.

Question: Sue Springman – Are we considering the number of folks that will use the facility that are living out of their cars? How will the parking be policed at night?

- There will be 9 public parking stalls with a van drop off and separate parking for staff. The west side of the building would be removed and turned into a parking lot for staff.

The group questions the topic of collecting rainwater and composting. Some neighbors are concerned composting may attract raccoons. Some neighbors are concerned collecting rainwater attracts mosquitos. Some neighbors claim that composting is possible without raccoon use and collecting rainwater without mosquito problems.

Comment: Any vegetation that screens the courtyards from neighboring properties should be a four-season vegetation such as evergreens.

Comment: TLNA should include specific elements that should be required in the maintenance plan such as personnel or resources dedicated to patrolling the neighborhood.

Comment: Smoking Area location - Consider adding language requiring the smoking area to not be located on East Washington or at the border of the property closest to the nursery.

Sexual Offender Identification Requirement: Can we have a sign in sheet that is publicly available to identify sexual offenders or have the operator periodically review the sign in sheet against a list of known sexual offenders?

Comment: Brenda Konkel – These conditions should be reviewed by city staff before they are listed so they are more viable.

Comment: There is a lack of Tenney Nursery provisions in the current list.

Comment: East Mifflin will experience increased traffic due to median on East Washington not allowing left turns into property.

Comment: Heidi Wegleitner – Regarding increased patrols of the neighborhood, does it need to be the county contracting with the city or security firm?

-Steering Committee: Neighbors want specific resources allocated and dedicated to patrols in the neighborhood

On outdoor events: One neighbor indicated it is important to allow outdoor events at the facility to turn neighbors into stakeholders.

Public bathrooms: The suggestion to have public bathrooms was to encourage people to not defecate in public. However, some neighbors are concerned providing public bathrooms will attract more people to live in the parks.

Comment: funding and a CUP, what happens if the operator goes out of business or doesn't secure enough funding? The county should think about the implications for it becoming a property owner.

Comment: Brenda Konkel – the management plan gets approved with the CUP, so if it changes, it will need to go back to the Plan Commission.

Heidi Wegleitner recommends bifurcating the issues between process and substance to get topics to county and city as quickly as possible.

Motion made and seconded by the steering committee to recommend to the TLNA that the TLNA adopt at its next meeting a resolution to communicate to the city and county its recommendation that the CUP application not be filed until an operator is selected. A TLNA board member was present to bring the motion to the board.

Tim Parks is the Plan Commission staff at the city who will be reviewing the application

Matt Tucker is the zoning staff at the city who will be reviewing the application

Jim O'Keefe: The City of Madison will have over 100 units this year geared toward providing housing for persons who are homeless, and hundreds more affordable housing units are in the works for the next couple of years.

Comment: Sue Springman – the city progress on housing is important.

Question: How much space is dedicated to allow persons shelter to get warm in the winter?

-Half of the floor plan is designed to provide space for people to congregate to be warm.

Question: Is the street outreach team happening?

Jim O'Keefe - There are \$100k dedicated to outreach on the streets to help connect the homeless with new housing developments coming on line throughout the year. The outreach project is being developed.

Heidi Wegleitner – There is an upcoming two-day plan, open to the public, to discuss solutions to ending homelessness.

Motion to close meeting, motion seconded.