



City of Madison

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

Monday, October 10, 2011

12:00 PM

215 Martin Luther King, Jr. Blvd.
Room 313 (Madison Municipal Building)

~ ALLIED DEVELOPMENT SUBCOMMITTEE MEETING ~

SCHEDULED MEETINGS

Housing Operations Subcommittee: Wed., Oct. 12, 4:30 PM, 120 MMB
CDA Regular Meeting: Thurs., Oct. 13, 4:30 PM, 260 MMB
CDA Special Meeting: Thurs., Oct. 27, 4:30 PM, 313 MMB
Allied Development Subcommittee: Mon., Nov. 7, Noon, 313 MMB
Community Development Subcommittee: Tues., Nov. 8, 4:30 PM, 313 MMB

CALL TO ORDER / ROLL CALL

Present: 2 -

Stuart Levitan and Kelly A. Thompson-Frater

Excused: 5 -

Ald. Sue Ellingson; Tim Bruer; Daniel G. Guerra, Jr.; Gregg T. Shimanski
and Alice J. Fike

1 APPROVAL OF MINUTES: September 1, 2011

A motion was made by Levitan, seconded by Thompson-Frater, to Approve the Minutes of September 1, 2011. The motion passed by voice vote.

2 PUBLIC COMMENT

None

3 DISCLOSURES AND RECUSALS

None

4 23287 CDA EXECUTIVE DIRECTOR'S DISCUSSION

Erdman reviewed the Director's Report, covering Items 6, 6a and 7 below:

- Erdman continues to attend Neighborhood Watch meetings.
- Allied is a priority for the Neighborhood Resource Teams organized by the Mayor's Office.
- The revised plat has been approved.
- Staff is proceeding to draft RFP for home buyer education and readiness.

5 ALLIED DRIVE REDEVELOPMENT

6 REVIVAL RIDGE

6a Public Safety

7 23519 ALLIED DRIVE PHASE 2 (AKA MOSAIC RIDGE)

7a 24216 RFP for Joint Venture Partner for Construction and Sale of Homes

Erdman reviewed the draft RFP. The CDA is undertaking the development of 24 single-family homes at Mosaic Ridge and is soliciting proposals from developers/builders for services relating to the construction and sale of the homes. The proposals will be reviewed by CDA staff and scored by a scoring team comprised of CDA Commissioners, CDA staff and community representatives.

The RFP requests developer teams to bring the full package of expertise and services, i.e., construction, consortium of first mortgage lenders, realtor(s), etc., necessary to provide a one-stop shop for the buyer. Thompson-Frater noted that the team may be assembled by an individual other than a developer or builder who has worked in this area. Levitan noted that the terms used throughout the RFP should be uniform and emphasis be placed on the building/construction piece.

Home buyer education and readiness will be made available to potential buyers. Staff is in the process of drafting an RFP for these services. Also, the CDA will be offering down payment assistance for qualifying borrowers.

A pre-submittal meeting will be held. Subcommittee members requested that Terri Goldbin of Brown's staff be invited to the meeting to share information and answer questions about the City's down payment assistance programs.

The Subcommittee members expressed support for the RFP and asked Erdman to inform the CDA Commissioners that the RFP is in Legistar and an update will be provided at the October 13 Board meeting.

Thompson-Frater offered her services to work with staff in coming up with a list of names the RFP will be sent to.

8 24146

2012 CDA MEETING SCHEDULE

The Subcommittee amended the Allied Development Subcommittee meeting schedule for 2012 to include scheduling its meetings for the Monday of the week of the CDA regular Board meeting at 12:00 p.m. in Room 313, MMB, except for the April and October meetings. The April and October meetings will also be scheduled for the Monday of the week of the CDA regular Board meeting, but will be held at 4:30 p.m., and located at the Revival Ridge Apartments on Allied Drive.

9 **ADJOURNMENT**

A motion was made by Levitan, seconded by Thompson-Frater, to Adjourn. The motion passed by voice vote. The meeting adjourned at 12:55 p.m.