



**City of Madison**  
**Meeting Minutes - Final**  
**COMMUNITY DEVELOPMENT**  
**AUTHORITY**

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

---

Thursday, September 20, 2007

4:30 PM

215 Martin Luther King, Jr. Blvd.  
Room 260, Madison Municipal Building

---

**CALL TO ORDER**

*Stuart Levitan, Chair*

**1 ROLL CALL**

*SCHEDULED MEETINGS:*

*Thursday, Oct. 11, 2007, 4:30 p.m., Room 310, The Villager, 2202 S. Park St.*

*Thursday, Nov. 8, 2007, 4:30 p.m., Room LL-130, MMB*

*Thursday, Dec. 13, 2007, 4:30 p.m., Room 260, MMB*

**Present:** Julia S. Kerr, Kevin M. O'Driscoll, Gregg T. Shimanski, Alice J. Fike and Stuart Levitan

**Excused:** Tim Bruer

**2 APPROVAL OF MINUTES**

2a Approval of the minutes of the August 9, 2007 meeting

**A motion was made by Shimanski, seconded by Fike, to Approve the Minutes.  
The motion passed by acclamation.**

2b Approval of the minutes of the August 27, 2007 meeting

**A motion was made by Shimanski, seconded by Fike, to Approve the Minutes.  
The motion passed by acclamation.**

**3 PUBLIC COMMENT**

*None*

**4 COMMUNICATIONS**

*The CDA received the notice of availability of surplus federal property to state and local eligible parties, including homeless service providers, Truman Olson United States Army Center, Madison, Wisconsin Local Redevelopment Authority.*

**5 Lake Point Condos Update**

*No new offers were received in September. Drywall will be completed in the model unit by the end of September. Garage door installation is scheduled for mid-October. The developer is working with a couple of local lenders on seeking short-term financing to pay off the Fannie Mae loan and to pay for completing the current remainder of construction. The current balance of the Fannie Mae loan is \$1,866,948.03. Shimanski indicated that if the lenders were to provide the short-term financing, it might be subject to the CDA taking a second mortgage position. CDA members responded favorably to the possibility of the CDA taking a second mortgage position of up to \$400,000 with*

*100% net sales and personal guarantees. Such a request would have to be formally submitted to the CDA for consideration and would be subject to final approval by the Common Council.*

**6 ROUTINE BUSINESS**

6a Housing Operations Status Report for the Month of July 2007

*A motion was made by Shimanski, seconded by O'Driscoll, to approve the report.  
Motion passed by acclamation.*

6b CDA Resolution No. 2769 authorizing the submission of the required 2008 Annual Agency Plan.

*A motion was made by Shimanski, seconded by O'Driscoll, to approve the resolution.  
Motion passed by acclamation.*

6c CDA Resolution No. 2771 authorizing the signing of a contract for WI 3-4 Romnes Apartments Roof Replacement. (This line item has been budgeted for and is included in the 2005 Capital Fund Program).

*A motion was made by O'Driscoll, seconded by Shimanski, to approve the resolution.  
Motion passed by acclamation.*

6d CDA Resolution No. 2772 authorizing that the buildings and other property belonging to the CDA shall continue to be insured, under the supervision of the City of Madison's Risk Manager, through the Local Government Property Insurance Fund.

**07529**

**Attachments:** CDA Res 2772 9-20-07.pdf

**A motion was made by O'Driscoll, seconded by Shimanski, to Approve. The motion passed by acclamation.**

6e Community Development Status Report for the month of August 2007

**07552**

**Attachments:** CDA Status Rpt 8-07.pdf

*Percy Brown reported that foot traffic and application activity at Monona Shores have increased dramatically during the past month. Of the 17 vacant units, 10 are leased, six are approved and one pending. Percy visited the site and met with the on-site staff earlier today and was quite impressed with the overall appearance and condition of the property. Also, the special Lake Point Rental Rehab Program is up and running. A letter and program summary have been mailed to all the owners in the project area.*

**A motion was made by Fike, seconded by Shimanski, to Approve. The motion passed by acclamation.**

6f **07141**

Amending the program boundary of the Madison Capital Revolving Fund (MCRF) loan program to include the corporate limit of the City of Madison.

**Attachments:** MCRF 2007.pdf

A motion was made by O'Driscoll, seconded by Shimanski, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by acclamation.

- 6g CDA Resolution No. 2770 approving and granting a new underground utility easement to MG&E and releasing a portion of an existing MG&E underground utility easement across CDA-owned property at 1601 Wright Street.

07530

Attachments: CDA Res 2770 9-20-07.pdf

A motion was made by Shimanski, seconded by O'Driscoll, to Approve. The motion passed by acclamation.

**7 DETAILED BUSINESS**

- 7a Long-Range Planning Sub-Committee Update  
*No report*

**8 BUSINESS BY THE COMMISSIONERS**

- 8a Appointment of member to the Community Development Sub-Committee  
*Referred to the October 11 meeting.*

**9 ALLIED DRIVE**

- 9a Allied Drive Update  
*Levitan and Olinger reviewed the status of the Master Developer agreement and time line for future action.*

- 9b Creation and appointment of Allied Drive Development Sub-Committee  
*The Chair appointed the following CDA members to comprise the Allied Drive Development Sub-Committee:*
1. Levitan
  2. Shimanski
  3. Kerr
  4. O'Driscoll
  5. KellyThompson-Frater, a recent appointee to the CDA

- 9c CDA Resolution No. 2773 approving and authorizing the issuance of a Request for Qualifications (RFQ) for site planning, architectural design, and cost estimating services for development of a City-owned parcel on Allied Drive in Madison, Wisconsin.

07550

Attachments: CDA Res 2773 9-20-07.pdf

*Mark Olinger introduced the resolution and reviewed the following changes recommended by staff:*

1. Release RFQ on Tuesday, September 25.
2. Present RFQ to the Allied Area Task Force on September 27.
3. Include the Allied Drive Redevelopment Concept Plan in the RFQ and send the Concept Plan out in the packet for the Allied Area Task Force meeting.
4. The RFQ publication is for three weeks.
5. Will follow Local Preference Policy.

Kerr requested two additional changes:

1. On page three, delete the last sentence in the first paragraph.
2. On page seven, the second sentence in the second paragraph should be revised to read: "If approved by the Madison Common Council, the CDA will be acting as the Master Developer of the site."

A motion was made by Shimanski, seconded by O'Driscoll, to adopt the resolution with the amendments as recommended by staff and Kerr. The motion passed by acclamation.

9d CDA Resolution No. 2774

Authorizing in connection with the Allied Master Development Plan for the City-owned property, the Chair and Executive Director to approve and release Request for Proposals (RFPs) and Requests for Qualifications (RFQs) for outside services to include, but not be limited to, housing studies, financial/development consulting services, appraisals, and legal services.

[07551](#)

**Attachments:** CDA Res 2774 9-20-07.pdf

A motion was made by Shimanski, seconded by Fike, to adopt the resolution with the following amendment:

Modify the fourth "WHEREAS" clause to read as follows:

WHEREAS, the CDA may desire to have a competitive process for selecting some or all of these services.

The motion passed by acclamation.

**10 THE VILLAGER UPDATE**

Mark Olinger provided The Villager update.

10a The Villager Lease and Sale Structure and Negotiations

Referred to the October 11 meeting.

**11 CLOSED SESSION NOTICE**

A motion was made by Shimanski, seconded by Fike, to Convene into Closed Session. The motion passed by acclamation.

11a Briefing on negotiations regarding the sale and/or transfer of properties in the Allied Drive area.

Item No. 11a. was discussed in closed session.

RECONVENE IN OPEN SESSION

A motion was made by Shimanski, seconded by Fike, to Reconvene. The motion passed by acclamation.

12     **ADJOURNMENT**

*The meeting adjourned at 6:30 p.m.*