

**COMMUNITY
DEVELOPMENT
AUTHORITY**

Wednesday, January 2, 2019

7:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of draft minutes from the December 5, 2018 Community Development Authority meeting.
4. BUSINESS.
 - a. Discussion regarding the conceptual development of 4703 Terminal Drive for residential and commercial improvements by Ryan Quam.
 - b. Discussion and action to further consider the proposals submitted for the Farwell Street Property Redevelopment project located at and around 4719 Farwell Street.
 - c. Discussion and action to set the process to evaluate the proposals submitted for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.
 - d. Discussion and action to provide direction regarding addendums to the proposals submitted for the Farwell Street Property Redevelopment project located at and around 4719 Farwell Street.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, February 6, 2019 at 7:00 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Working Draft MINUTES
Community Development Authority Meeting
December 5, 2018

Members Present: Sue Smith, Ken Brost, Peter Bloechl-Anderson, Shaun O'Hearn, Stephanie Brassington, Toni Stolarik, Jerry Dietzel

Members Absent: None

Staff Present: Pauline Boness

Others Present: Curt Peerenboom, Will Rutherford, Brian Spanos, Brett Riemen, Megan Schuetz, Andrew Bremer, Cathy Kirby, Patrick Miles, Brad Czebotar, Jonathan Daugherty, Carolyn Clow, Jerry Adrian

1. Call to Order

Brost called the meeting to order at 7:00 p.m.

2. Public Appearances

Patrick Miles – Dane County Board Supervisor commends the Village for acquiring property would like the CDA to take a bold step and step back to look at visioning at what is proper for this corridor. Community should be able to weigh in. Public engagement and process is important, as this is a big decision. The board should set goals for this site with a job base and density base. You should look at do you want sustainability, renewable energy. Imbalance of commercial versus residential, a possible commercial anchor? Is this an opportunity to make McFarland a destination, and alleviate some of the tax burden on homeowners. You need community input, and should try to set some aspirational goals. In the RFP there was no system established for scoring of the applications.

John Daugherty – 6011 Merrill Street echoes Mr. Miles comments and sentiments. You need to poll citizens as to what they want to see at this site. Outdoor play space should be a part of either RFP.

Cathy Kirby – 5812 East Open Meadow - Plan Commission member – echoing sentiments of Patrick Miles. It appears we are putting the cart before the horse. What do we want to do? Explore commercial or other mixed use. Concerned over density and traffic. Need to have a traffic study. Kirby did not feel we explored commercial possibilities before sending out the RFP. Generate commercial tax base. This may not be an ideal spot for senior

housing, there are other locations that would be better suited, and there appears to be a glut of apartment buildings.

3. Approval of Minutes

- a. Review and possible approval of draft minutes from the November 7, 2018 Community Development Authority meeting.

O'Hearn moved to approve the draft minutes from the November 7, 2018 Community Development meeting. Brassington seconded the motion. Motion carried.

4. BUSINESS.

- a. Introduction regarding proposals submitted for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.

Boness gave an overview of the process; an RFP was issued on September 1, 2018 with a deadline of November 1, 2018. There were two submittals received.

- b. Presentation by Horizon Development Group regarding their proposal for the Farwell Street Property Redevelopment located at or around 4719 Farwell Street.

Will Rutherford of Horizon Development outlined the history of their company as well as the highlights of their proposal. Rutherford explained phase I, which would be four stories and Phase II which would be three stories. Reviewed target market of seniors and their make-up relating to occupancy, age, parking needs and number of bedrooms.

In response to a question from Dietzel on public financing, applications are submitted in December hear back in March, and then we work on the details of financing. Plan on November 2019 for 1st phase while we are working on financing for Phase II. Smith stated she envisioned more commercial retail at this location. She is concerned with the number of apartments, and so little retail. Is there a reason why so little? Rutherford responded based on the evaluation, RFP, and Comprehensive Plan. Horizons has had their eye on McFarland for a project like this for some time.

Bloechel-Anderson felt the commercial is really downplayed. Terrace blocks retail from the road. Rutherford advised they wanted to create outside seating area for Angelo's who has expressed an interest in the commercial space. However, Horizon is willing to revisit this. Brost stated we were hoping for a commercial project with some residential, instead, we got residential with some commercial. Rutherford indicated it was interesting that the proposals are similar which may speak as to what

the market is for this site. O'Hearn asked are they open to providing more retail space? Rutherford replied we could certainly look at that possibility.

- c. Presentation by Lakestone Properties and Movin' Out Inc. regarding their proposal for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.

Brian Spanos, Brett Riemen from Lakestone Properties and Megan Schuetz of Movin'Out Inc. – 721 Foxboro, Oregon presented their project by providing background on both companies. Rieman has 20 years' experience in multifamily and commercial retail projects. Schuetz of Movin' Out Inc. – a non-profit focuses on disabilities and veterans services. One segment of their mission is to provide housing and partner with developers on development projects.

Brett Riemen presented the proposed project 8,000 sq.ft. of Commercial space, 80,000 total sq.ft. 100% of residential would be affordable housing. Parking set out to the sides for less visual impact of a larger building. Target 80% 55 years of age and older. It would be three stories with a flat roof to help with scale issues. Active streetscape with commercial closer to the street. Minimize view of parking lot. There would be two plazas in the center separating out the commercial and residential.

Smith commented she would like to see a draw to the community with retail, more retail on the first floor as it is a critical corridor along Farwell Street. Riemen replied retail sharing with other uses is a tough market especially outside of more urban areas. Retailers are finicky, they like their own buildings in the suburbs. Schuetz stated the market is difficult but as we proceed, we might be able to see retail opportunities, they have a good amount of time to consider other possibilities. She gave examples of other mixed-use projects with vacancies. We want everyone to be proud of this project. We can be flexible as to how space is used.

Bloechel-Anderson felt it was a good layout, and engages Farwell Street better, has a community feel. Spanos stated the model works for them based on the RFP, which was put out, without asking for additional TIF monies, but they can tweak it based on feedback. Schuetz explained some of the programs available for low-income housing and the timing of December or January 2019 for applications for tax credits. Brost asked if there are any opportunities if there is a down turn in the market of 55 and older in the future, would these convert to other types of uses. Schuetz replied they can focus market more to seniors; there is no age restriction on disabled units. They could also design some of the common areas to look more like retail space to give the appearance the village is looking for, without the risk of units sitting vacant. They can design units with disabled amenities, non-disabled parties do not mind. They would build units to market rate specifications. Smith asked what qualifies someone for affordable housing. Schuetz reviewed income breakdowns for affordable housing by Dane County. Once tenants move in they do not have to move

out due to higher incomes. She referenced CDA members to the Dane County Housing Study. In section 5, it indicates there is a 105-unit gap in affordable housing in McFarland. Brost felt there are residents leaving McFarland due to lack of affordable housing. Spanos discussed the density issues, if they reduced the project to 69 units it would increase needed funding to ½ million dollars.

- d. Discussion and review of proposals submitted for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.

Andrew Bremer of MSA did an overview of comparing both proposals from a physical standpoint as well as a financial standpoint per the memo he provided.

- e. Discussion and action to set the process to evaluate the proposals submitted for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.

Consensus of members that public input is very necessary. Need to push out the timeline. It is too close to the holiday season to hold an open house; there would likely be poor attendance. Stolarik thought we might consider a billboard at the site asking for input. Boness and Schuenke asked to revise the review process in light of tonight's comments. Brassington did not care for either proposal.

5. SCHEDULE NEXT MEETING DATE.

- a. Wednesday, December 19, 2018 at 5:30 pm Horizon Development Group Open House
- b. Wednesday, December 20, 2018 at 5:30 pm Lakestone Properties and Movin' Out Open House
- c. Wednesday, January 2, 2019 at 7:00 pm Regular CDA Meeting
- d. Wednesday, January 16, 2019 at 7:00 pm Special CDA Meeting

6. ADJOURNMENT.

O'Hearn moved to adjourn, seconded by Brassington. Motion carried. Meeting adjourned at 9:04 p.m.

Respectfully Submitted
Pauline Boness



COMMUNITY DEVELOPMENT AUTHORITY SUMMARY SHEET

MEETING DATE: Wednesday, January 2, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Pauline Boness, Director

AGENDA ITEM: Discussion regarding the conceptual development of 4703 Terminal Drive for residential and commercial improvements by Ryan Quam.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Ryan Quam has presented a conceptual site plan to Village Staff regarding 4703 Terminal Drive. The development would include an apartment building followed by an office building as part of the initial construction plan. In later years it could bring another apartment and office building depending on demand. He is asking for Tax Increment Financing assistance with the project and will need to submit an application as policy requires. The intent of this meeting is to allow him to present his projects and give the CDA an opportunity to provide some initial feedback as to what is proposed. No action is needed on this item.

FINANCIAL/BUDGET IMPACT:

At some point the CDA will consider whether or not to provide Tax Increment Financing for the project; however, the intent of this first review is solely discussion to consider the concept.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

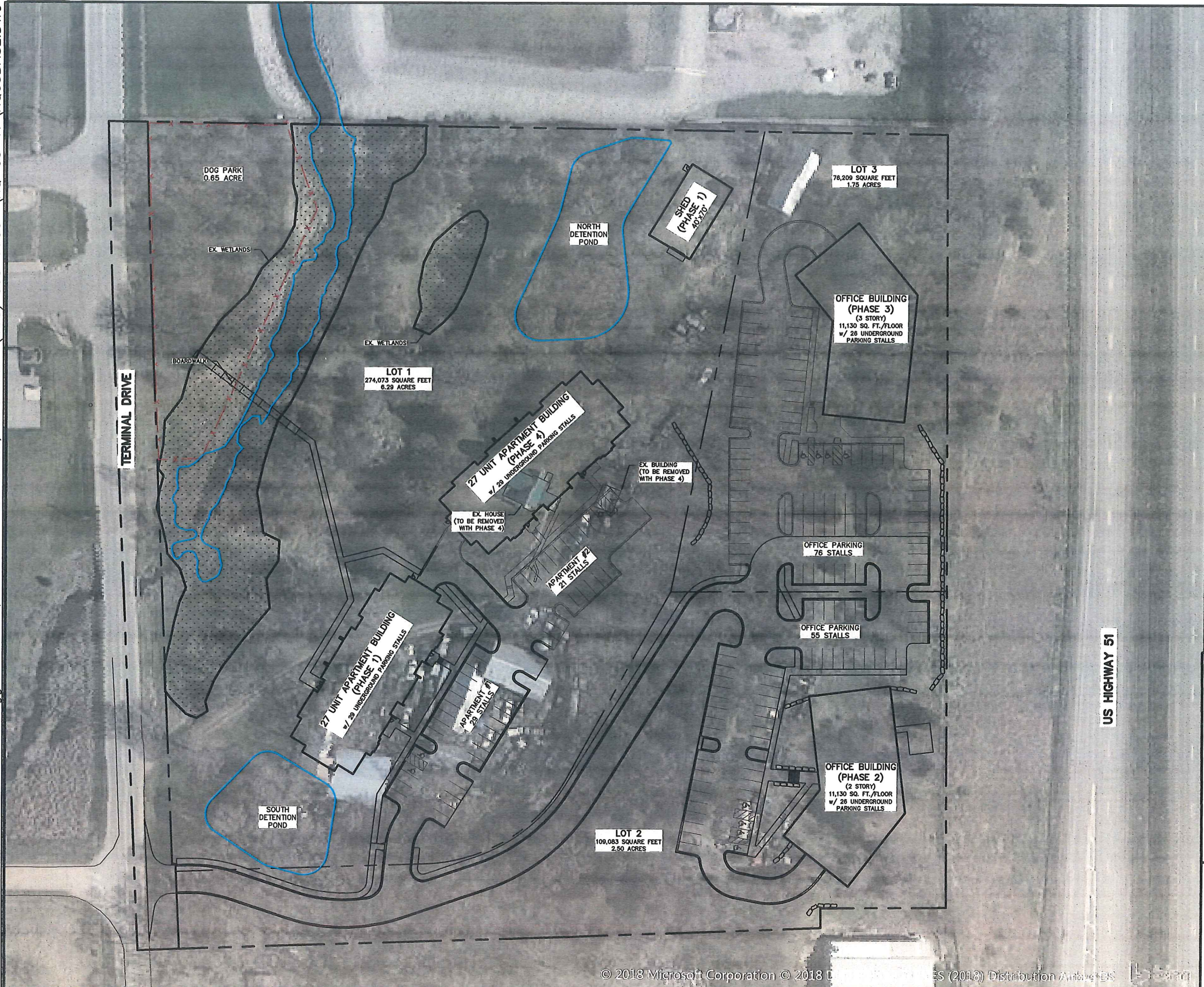
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for discussion only.

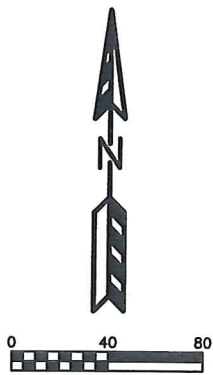
ATTACHMENTS:

1. 4703 Terminal Drive - Conceptual Site Plan (Aerial)
2. 4703 Terminal Drive - Conceptual Site Plan



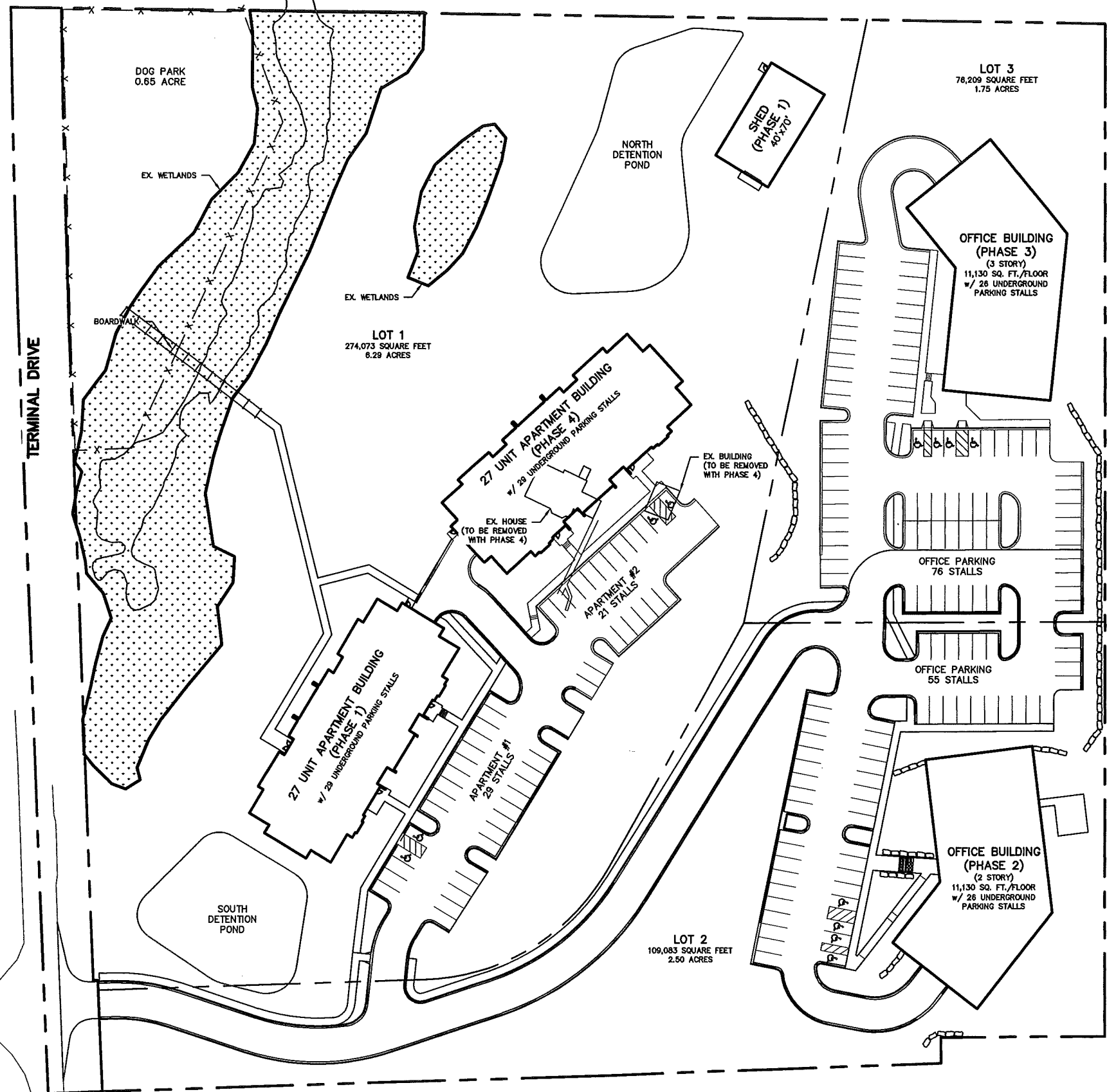
US HIGHWAY 51

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN
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TOLL FREE
TDD/FOR THE HEARING IMPAIRED (800) 542-2289
WIS. STATUTE 182.0175 (1974)
REQUIRES MIN. OF 3 WORK DAYS
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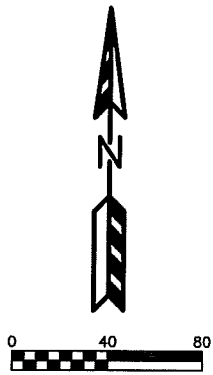
OFFICES AND APARTMENTS
OVERALL DEVELOPMENT PLAN
EXHIBIT #2
DATED: DECEMBER 17, 2018

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants
www.quamengineering.com
4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558
Phone (608) 838-7750; Fax (608) 838-7752



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EXHIBIT #2
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COMMUNITY DEVELOPMENT AUTHORITY SUMMARY SHEET

MEETING DATE: Wednesday, January 2, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Pauline Boness, Director, Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to further consider the proposals submitted for the Farwell Street Property Redevelopment project located at and around 4719 Farwell Street.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The CDA should consider whether or not to officially move forward with the evaluation of these proposals or not. The submittals were distributed for review at its last meeting and found to be generally compliant with what was requested in the RFP. There are two options to consider with this item:

1. While the proposals as submitted are in line with what was asked of the Developer in the RFP, they do not meet the general vision of the CDA and action should be taken to send them back to the Village Board for rejection.
2. The proposals as submitted are in line with what was asked of the Developer in the RFP and as presented they may not quite meet the vision of the CDA but they need to be evaluated and further direction provided to determine fully the feasibility to implement either project.

The key here is that if we are to evaluate this further over the next two months we are all going to invest a lot of time to do so. A decision is needed now to ensure we are committed to the evaluation of these proposals as we've asked for them, and if we are we can get to work on their full evaluation.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Village Staff recommends the CDA move forward to conduct an evaluation of these proposals. We were thoughtful in the preparation of the RFP and the two Developer's reciprocated with a lot of work on their part to be responsive to our wishes. We should see it through in order to see which proposal might be in the best



interest of the Village.

ATTACHMENTS:

1. Farwell Development Memo pbb 05032018
2. McFarland Multi-Family Permit Logs
3. McFarland Highest Value Properties
4. McFarland Residential Unit Count

Memo To: Village Board, Plan Commission, and Community Development Authority

From: Pauline Boness, Com. Dev. Dir.

Reg.: Development/Redevelopment of Farwell St. Properties

Date: May 3, 2018

Questions pertaining to future land use(s) relating to an impending purchase by the Village of three adjacent Gannon owned properties on the south side of Farwell St. have surfaced. The current (C-G) General Commercial zoning allows a variety of commercial retail and service businesses. Direction as to future possibilities for development/redevelopment of properties along Farwell St. (HWY MN) or the "Main Street " corridor as it serves as the backbone of activity and access to the Village, can be found in our recently updated and adopted 2017 Village of McFarland Comprehensive Plan. The goals, policies and initiatives in Vol 2, Chapters 4-6 provides guidance as we contemplate future land uses.

CHAPTER 4 – Land Use addresses existing as well as future land uses in the Village. Map 6 "represents the Village's desired future land uses for the McFarland area. The policies and map for each use category will guide rezoning's, subdivisions, annexations and utility extensions." Map 6 is attached to this Memo and identifies the three Gannon parcels for future use as "Mixed Use/Flex Commercial", defined in the Plan as "A carefully designed blend or option of commercial services, retail, office, business park, multi- family residential, and/or institutional land uses including mixed sites and/or buildings."

POLICY - sets the stage by encouraging Village leaders to-

"Actively promote infill development and redevelopment where opportunities present themselves, particularly for underutilized properties along Terminal Dr. and Triangle St., HWY 51, Farwell St., and the downtown area"

INITIATIVE –suggests the Village

"Expand (the idea) of geographic extent" Expand the geographic scope of downtown McFarland to include the old commercial center of the Village plus the Farwell St. corridor west to HWY 51. "

CHAPTER 5 – Economic Development provides guidance for future land opportunities from an economic development perspective. The overall goal, objectives and initiatives addresses the need to set the stage for expansion opportunities and strengthening connectivity between residential and commercial uses.

GOAL: "Increase and ease opportunities for businesses to start up , locate , and grow, in McFarland; expand local jobs, shopping, and dining, and build connections to and between commercial areas"

OBJECTIVES:

"Proactively work to retain and grow existing businesses.

Leverage the McFarland School District area as the Village's retail, restaurant, and service market.

INITIATIVES:

Expand activity and welcoming features along HWY MN- McFarland's Main Street."..."The current HWY MN corridor has the great potential to serve this purpose - providing a focus for community activities commerce, living, aesthetic enhancement, welcome and wayfinding, walkability, and transportation."

Map 7 in this chapter identifies certain areas along the MN corridor for various future land uses. The three Gannon parcels are included as part of the "Farwell St. Investment Area" promoting the following:

- Mixed and commercial development of vacant lands
- Restaurants and shopping to serve locals and visitors
- Senior and family housing close to shopping, schools, and recreation
- Improved business facades, landscaping, and site/parking layout-complementing public streetscape enhancements.

CHAPTER 6 as required by state statute of all comprehensive plans addresses housing for its citizens; here, direction for future residential housing focuses on connectivity as well as affordability for young family's seniors, and the workforce.

GCAL: "Promote quality, affordable housing for families and older residents within neighborhoods and mixed use settings that are organized around safety, conservation, recreation, and connections to the broader community."

OBJECTIVES

"Expand the range of quality affordable housing choices for empty nesters, seniors, and McFarland workforce, while remaining a family-oriented community.

Design and support neighborhoods that are welcoming, attractive, safe and bike and pedestrian orientated.

Connect homes, neighborhoods, and their occupants to each other, recreation, shopping, services and the community. "

POLICIES

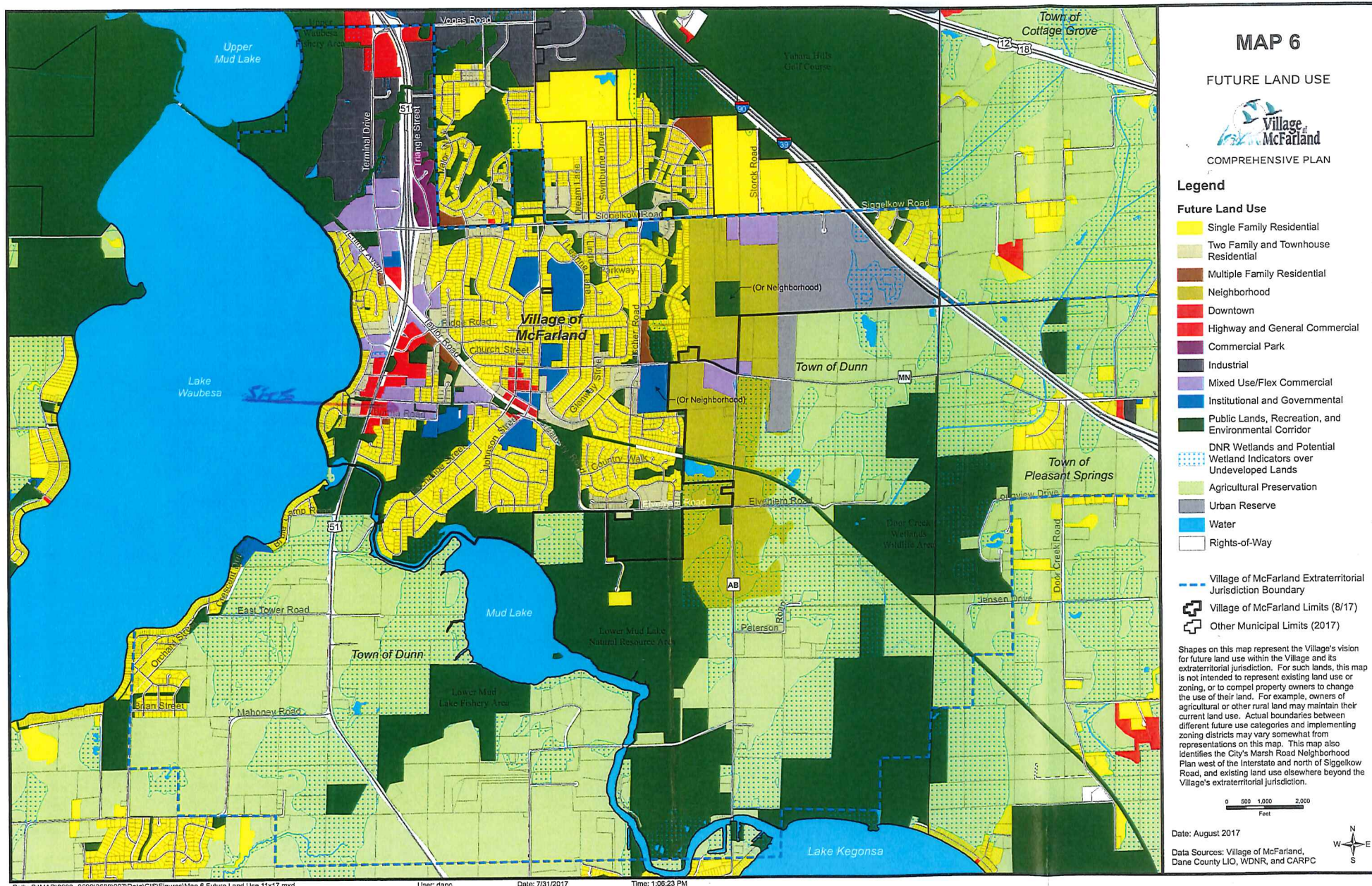
"Guide new Village housing to planned neighborhoods and mixed use areas with convenient access to commercial and recreational facilities, transportation, schools, shopping, services and jobs.

Allow higher end Multi-family housing for McFarland's workforce and elderly, including owner-occupied options at lower price points than possible for single-family housing.

Promote affordable housing through allowing modest lot sizes and higher suburban densities, revisiting certain public improvement requirements (e.g. street widths) appropriately planned and located multi-family housing, incentives where practical, and continued participation in County and State housing programs.”

To summarize, as we look to define land uses for the Farwell St. area (including the Gannon parcels), our Comprehensive Plan guides us to:

- Promote infill development and redevelopment
- Consider expanding the downtown west to HWY 51
- Grow and retain existing businesses by providing locations for expansion; consider mixed use developments
- Provide connectivity between commercial areas
- Look to a combination of retail, service, and residential land uses along the Farwell St. corridor
- Consider affordable housing to meet the needs of seniors, families, and the workforce



Village of McFarland

New construction multi family

3 or more units

Year	Buildings	Total units	Description
2009	0	0	n/a
2010	1	4	1 - 4 unit
2011	3	12	3- 4 units
2012	1	4	1 - 4 unit
2013	3	13	1- 5 unit/ 2 - 4 units
2014	0	0	n/a
2015	1	20	1 - 20 unit
2016	1	38	1 - 38 unit
2017	2	56	1 - 27 unit/ 1 - 29 unit
2018*	3	11	2 - 4 units/ 1- 3 unit

* Through November 2018

Source - Village of McFarland building permit logs

Village of McFarland Highest Individually Taxed Parcels 2018

	Value			taxes			
1 High Track LLC -cold storage	12.2 mil			253K			
2 Waubesa Vill. Res. Apts.	5 mil.			103K			
3 Farwell Pl. LLC- Res. Apts.	3.8 mil.			79k			
4 Spartan Prop, -3 comm. bldgs	3.7 mil			77k			
5 Waubesa Shores- Res. Condos	3.5 mil			71K			
6 Pick N Save- retail	3.3 mil			68k			
7 MMI LLC multi-tenant office	2.23 mil			46k			
8 Ferguson Enter. Showrm, warehouse	2.22 mil			45k			
9 FBM -bldg. materials	2.0 mil			41k			
10 Walgreens -retail	1.9 mil			41k			

Source :Vil. of McFarland 2018 Tax Roll

Residential Unit Count Various Dane Co, Municipalities
2016. by American Comm. Survey 5 yr. Est.

Municipality	S.F.	%	2 units	%	3-4 units	%	5+units	%	Mobile H.	total
DeForest	2,821	75.7	99	2.7	352	9.4	454	12.2	0	3,726
Cottage Grove	1,739	76.6	137	6.0	84	3.7	290	12.7	21	2,271
Fitchburg	5,869	51.2	391	3.4	564	4.9	4,595	40.0	50	11,469
Middleton	4,568	51.6	349	3.9	349	3.9	3,587	40.5	0	8,853
* McFarland	2,743	81.3	46	1.4	208	6.2	374	11.1	0	3,371
Monona	2,257	55.4	172	4.2	132	3.2	1,511	37.1	0	4,072
Mt. Horeb	2,010	66.6	294	9.7	164	5.4	549	18.2	0	3,017
Oregon	2,849	71.9	253	6.4	170	4.3	688	17.4	0	3,960
Stoughton	3,593	67.8	491	9.3	260	4.9	953	18.0	0	5,297
Sun Prairie	7,808	59.1	410	3.1	268	9.4	3,743	28.4	16	13,221
Verona	3,341	68.9	204	4.2	204	5.5	1,041	21.5	0	4,854
Waunakee	3,741	76.3	354	7.2	82	1.0	727	14.9	0	4,904
Windsor	2,181	84.3	26	1.0	85	3.3	295	11.4	0	2,587
McFarland 2018 as of 11-30-18	2,868	80	86	2.4	219	6	403	11.3	0	3,576



COMMUNITY DEVELOPMENT AUTHORITY SUMMARY SHEET

MEETING DATE: Wednesday, January 2, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to set the process to evaluate the proposals submitted for the Farwell Street Property Redevelopment located at and around 4719 Farwell Street.

PREVIOUS ACTION:

The CDA first reviewed a possible evaluation process at its meeting on December 5, 2018.

ISSUE SUMMARY:

At this point we have established the proposals submitted meet the criteria established for the submission requirements in the RFP. Further, each proposal has been provided an introduction. If the CDA has moved onto this item then it also has affirmed that it wishes to evaluate each proposal. The next step is to put in place a process to evaluate the proposals in order to make a recommendation back to the Village Board. Enclosed is a memorandum similar to what was reviewed at the last meeting and updated with a new schedule. It is summarized as follows:

- Direction -The first meeting to review these in December was the introduction to the proposals. This upcoming meeting will be our chance to provide direction to the Developer regarding things we would like to see differently with each proposal. The intent of which is that later they will submit an addendum to their original plan that addresses this direction.
- Open House(s) - Each Developer will be given the opportunity to host an Open House on separate nights. This is not setup as a meeting so attendance is not needed, but merely a way for the Developer to present their project to whomever is interested which is likely the general public, Village Board, CDA, and Plan Commission to name a few. Staff will provide a comment form to solicit feedback from those participating.
- Review - At the regular meeting in February the CDA will continue its review of the proposals by receiving an update from the Open Houses and provide final direction on the projects. Shortly after this meeting the Developer will be required to submit their addendum to the original proposal to address the direction and feedback provided to date.
- Recommendation - A special meeting is then suggested where the CDA can then focus on making its recommendation, in theory, after the review has been completed. Alternatively, the regular March CDA meeting could be used for this purpose but that would push the Village Board's consideration into March as well.
- Final Action - The Village Board would then take final action based on the recommendation provided.



Need to make sure the evaluation process encapsulates all the necessary elements the CDA feels is necessary to properly consider these proposals. This is felt to be formal enough to stay on schedule while also broad to capture the issues. Members should also make sure the dates provided are agreeable for their schedules.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Following discussion, the evaluation process detailed in the memorandum is recommended for approval.

ATTACHMENTS:

1. Farwell Street Property Redevelopment Evaluation Process Memo 12212018



Memorandum

To: Community Development Authority
From: Matthew G. Schuenke, Village Administrator
Date: December 21, 2018
Re: **Farwell Street Redevelopment Evaluation Process - *REVISED***

Executive Summary

Two proposals have been received following a recent Request for Proposals solicitation in order to redevelop property at 4719 Farwell Street. The Village Board referred these proposals to the Community Development Authority (CDA) in order for them to establish an evaluation process and make a recommendation back to the Village Board for consideration as part of a future meeting. The proposals had been previously found to meet the criteria for the submission requirements in the RFP as was discussed when they were introduced at the meeting on December 5, 2019. The direction at the last meeting was to revise the evaluation process and schedule in order to consider again at the meeting in January. This memorandum is provided to allow the CDA to take action to establish the evaluation process in order to make their recommendation as requested.

Evaluation Process

The revised process is proposed as follows:

- January 2, 2019 @ 7:00 pm – CDA Meeting
 - Further consideration of the proposals submitted.
 - Establish evaluation process and enclosed schedule.
 - Provide direction to Developer(s) regarding certain design and land use issues they need to address.
- January 16, 2019 @ 5:30 pm – Open House #1 (Developer to be determined)
 - 15 Minutes – Open Format
 - 15 Minutes – Presentation
 - 15 Minutes – Question and Answer
 - 15 Minutes – Open Format
 - Invitations sent to the Public, Village Board, Plan Commission, and CDA.
 - The intent is to allow each Developer the opportunity to present and discuss their project as they have submitted it.
 - Village Staff will provide comment forms to collect input based on these presentations.

- January 17, 2019 @ 5:30 pm – Open House #2 (Developer to be determined)
 - o 15 Minutes – Open Format
 - o 15 Minutes – Presentation
 - o 15 Minutes – Question and Answer
 - o 15 Minutes – Open Format
 - o Invitations sent to the Public, Village Board, Plan Commission, and CDA.
 - o The intent is to allow each Developer the opportunity to present and discuss their project as they have submitted it.
 - o Village Staff will provide comment forms to collect input based on these presentations.

Discussion Point – The Open Houses are proposed on two different nights same as they were last month. The CDA could decide to combine these into one night under the same format at two different times. The one night option would be scheduled for January 16th with one Developer at 5:30 pm and another at 7:00 pm.

- February 6, 2019 @ 7:00 pm – CDA Meeting
 - o This will be a regular meeting.
 - o Continued review process by the CDA to consider the proposals.
 - o Review results of the Open Houses.
 - o Provide final direction to the Developer(s) regarding the addendums.
- February 13, 2019 @ 4:00 pm – Resubmittal Deadline
 - o Each Developer will be required to submit an addendum to their original proposal.
 - o The addendum is required to address the direction provided by the CDA and the feedback received during the Open House(s).
- February 20, 2019 @ 7:00 pm – CDA Meeting
 - o This will be a special meeting.
 - o The CDA will review the addendums that were submitted to address their direction and feedback received from the Open House(s).
 - o The objective of this meeting is for the CDA to make its recommendation to the Village Board after taking into consideration the proposals, their addendums, meetings with Developers, feedback from Open Houses, reviews provided by Staff, and other information discussed.

Discussion Point – This timeline was developed using the second Village Board meeting in February as its target. If it were desired to elongate some of these meetings and deadlines, a new target of March 11th could be used which would push the two previous items back about a week or two in some cases.

- February 25, 2019 @ 7:00 pm – Village Board
 - o Village Board receives the recommendation of the CDA.
 - o Final action is taken by the Village Board regarding that recommendation and the proposals submitted.

All of the meetings will be held in the Community Room of the Municipal Center unless otherwise specified on the meeting agenda.

The Village Board will be kept up to date by Village Staff as each of these elements moves forward.

Recommendation

Village Staff recommends the CDA take action to approve this memorandum as the evaluation process in order to consider the two proposals for the purpose of making a recommendation to the Village Board.



COMMUNITY DEVELOPMENT AUTHORITY SUMMARY SHEET

MEETING DATE: Wednesday, January 2, 2019

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Matt Schuenke, Village Administrator, Pauline Boness, Director

AGENDA ITEM: Discussion and action to provide direction regarding addendums to the proposals submitted for the Farwell Street Property Redevelopment project located at and around 4719 Farwell Street.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

As part of the discussion during the introduction of the projects at the last meeting, it was discussed that some items presented within the project may not be agreeable. Again, our objective is to select a proposal that we feel best meets the vision of the Community to redevelop that property as a recommendation to the Village Board. Once a proposal is selected, there is more detail and review that will take place likely leading to further changes to the layout, aesthetics, and functionality of the site. That is customary as you flow from plan to design, to construction. Right now we are still within that planning stage trying to pick a direction to go, and once we do we will get into design which will continue the discussion on a lot of these points.

However, if there are items of the proposal that the CDA feels need to be addressed in order to assist in the selection, then we should affirm that direction to the Developer(s) and allow them the chance to address it. The following areas generally have come up as topics thus far to which the CDA could provide direction to the Developer(s) on:

- Density
- Mix between Residential and Commercial
- Mix between Affordable and Market Rate
- Impact Fees
- Amount of TIF Contribution beyond Land
- What else?

If we are to evaluate these proposals and do not like something, it should be very appropriate to communicate that to the Developer(s). Further, they should be allowed an opportunity to address it. They would do so as an addendum to their original proposal in an attempt to help address the direction of the CDA. Depending on what they provide back or how willing (or able) to make concessions, that could likely assist in the decision making process to make a recommendation to the Village Board.



FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

It is recommended that the CDA review possible areas of the Development in which it wishes to provide direction.

ATTACHMENTS:

None