

**Meeting of the  
Working Group for the  
Samuel Madden Homes Downtown Redevelopment  
February 19, 2002  
5:30 p.m.  
Council Workroom**

City Members:

Mayor Kerry J. Donley  
Councilman William D. Euille  
Councilman David G. Speck  
Planning Commissioner Donna Fossum  
City Manager Philip Sunderland  
Assistant City Manager Mark Jinks

ARHA Members:

Chairperson A. Melvin Miller  
Vice Chairperson Carlyle C. Ring  
C.E.O. William M. Dearman  
Director of Development Connie Lennox

**AGENDA**

- |    |  |  |
|----|--|--|
| 1. | Presentation of proposed off-site process and time line.                         | Beverly Steele,<br>Special Projects<br>Coordinator |
| 2. | Presentation of proposed off-site time line in relation to the on-site schedule. | Connie Lennox                                      |
| 3. | Report on the February 13, HOPE VI Community Meeting at Ladrey Hi-Rise.          | Connie Lennox                                      |
| 4. | Report on the March 2 and March 9, Charrette.                                    | Connie Lennox                                      |
| 5. | Other  |  |

### Samuel Madden Homes (Downtown) Redevelopment

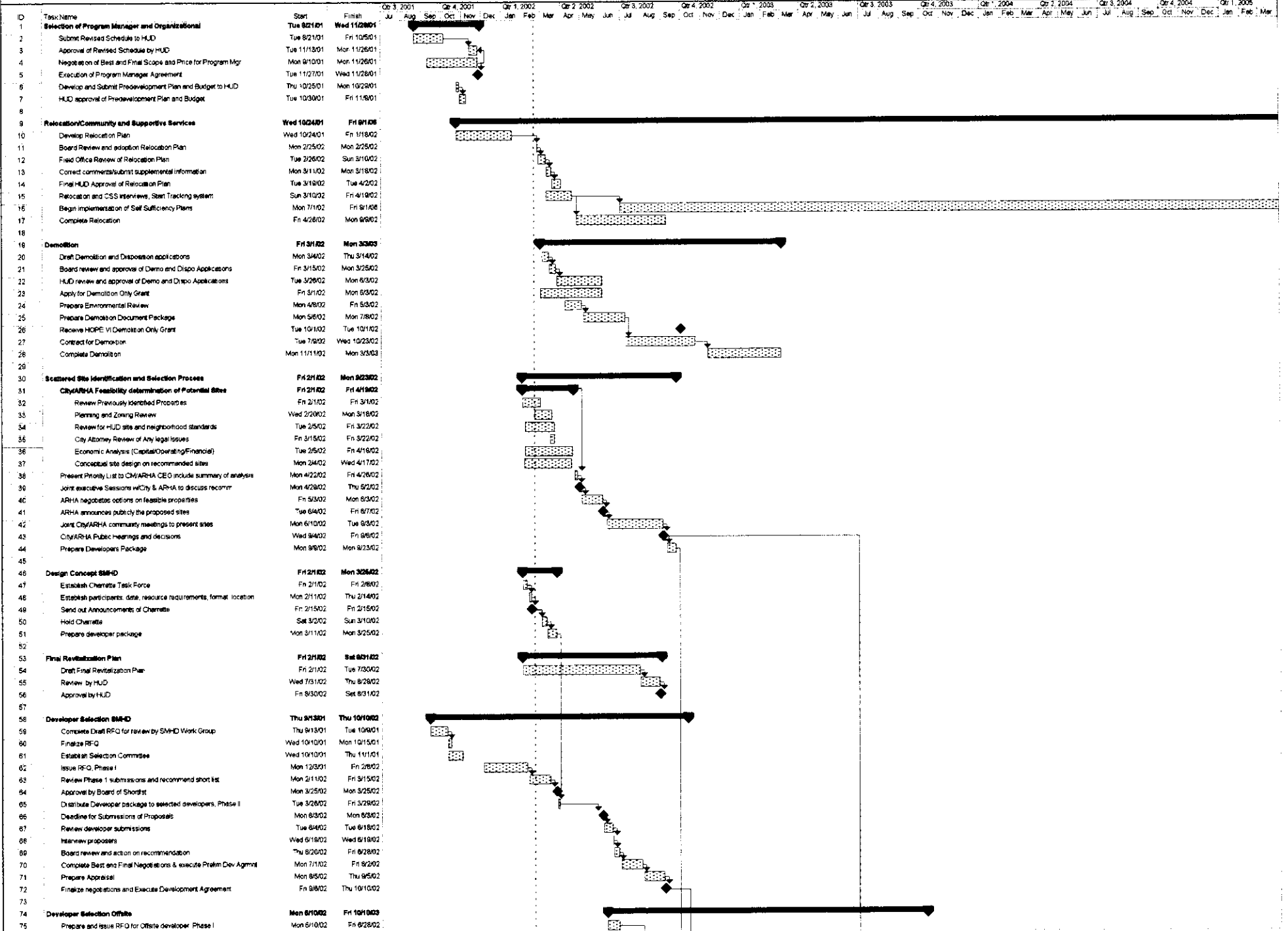
Onsite Timeline			Offsite Timeline
<b>2002</b>			
Select SMHD developer Begin concept review and rezoning process File rezoning application with City and complete negotiations with developer	June-02 June-02 September-02 to October-02	April-02 May-02 May-02 June-02  September-02	Determine preliminary feasibility of identified sites Preliminary selection of proposed sites by City Council / ARHA Board Optioning of feasible sites Start community meetings to present sites  City Council / ARHA public hearings and final decision on sites
<b>2003</b>			
Complete rezoning process  Receive first of two LIHTC awards <b>Close on sale of lots for Phase I (all market rate)</b>   <b>Close on sale of lots for Phase II (mixed income)</b>	January-03 to February-03 June-03 <b>June-03</b>   July-03	January-03 to February-03   July-03  October-03 October-03	Select developer and begin concept design review   <i>Begin Purchase of sites (not requiring rezoning)</i>  Complete rezoning as necessary on sites with options <i>Complete purchase of sites (requiring rezoning)</i>
<b>2004</b>			
Receive second of two LIHTC awards <b>Close on sale of lots for Phase III (mixed income)</b>	June-04 <b>July-04</b>	March-04 <b>June-04</b>  August-04	Apply for LIHTC <b>Receive notification of LIHTC award</b>  <i>Start construction offsite</i>

Legend:

**Bolded Text** represents source of revenue for off-site units

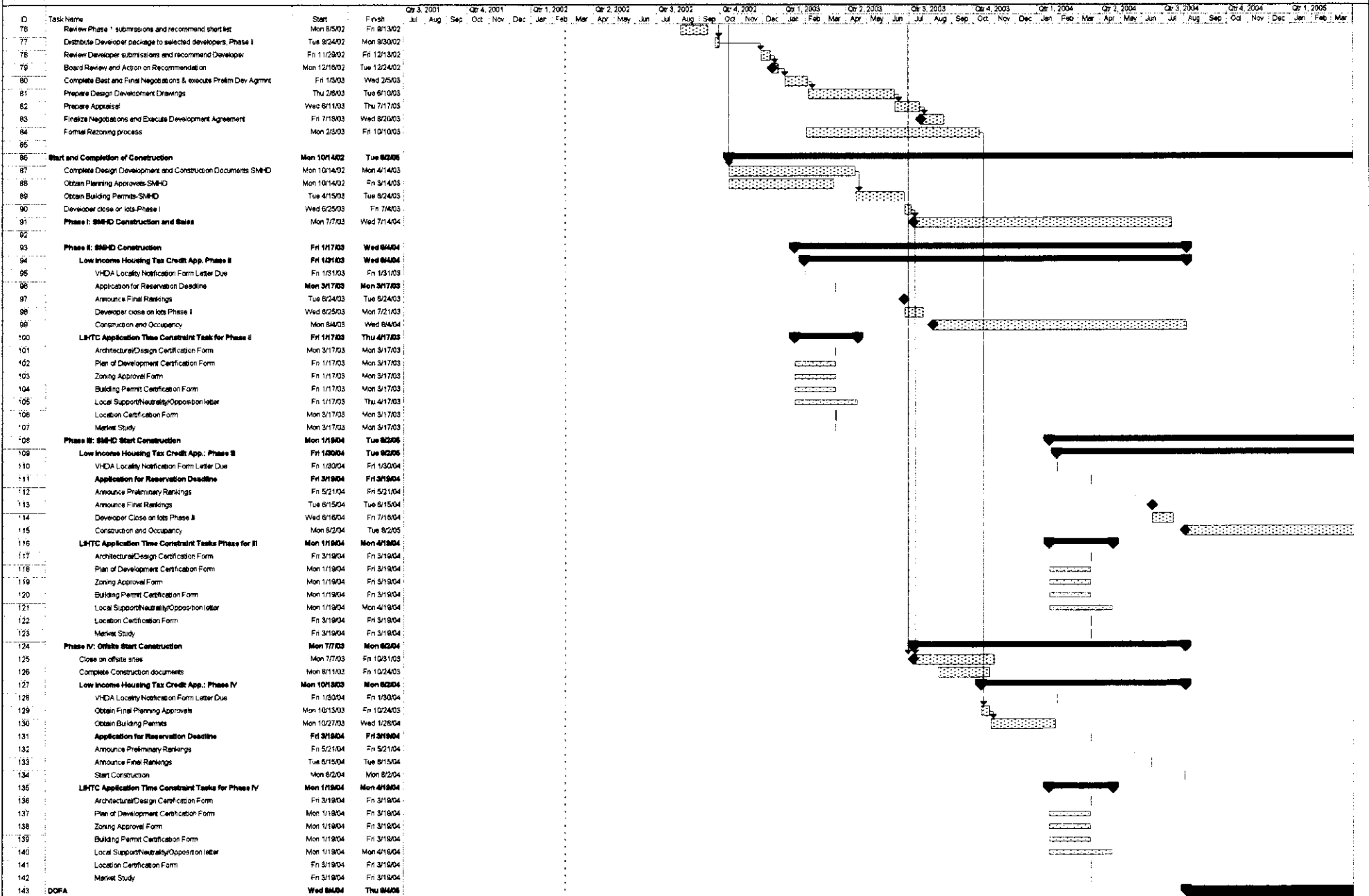
*Italicized Text* represents use of revenue for offsite units

LIHTC is the acronym for Low Income Housing Tax Credit

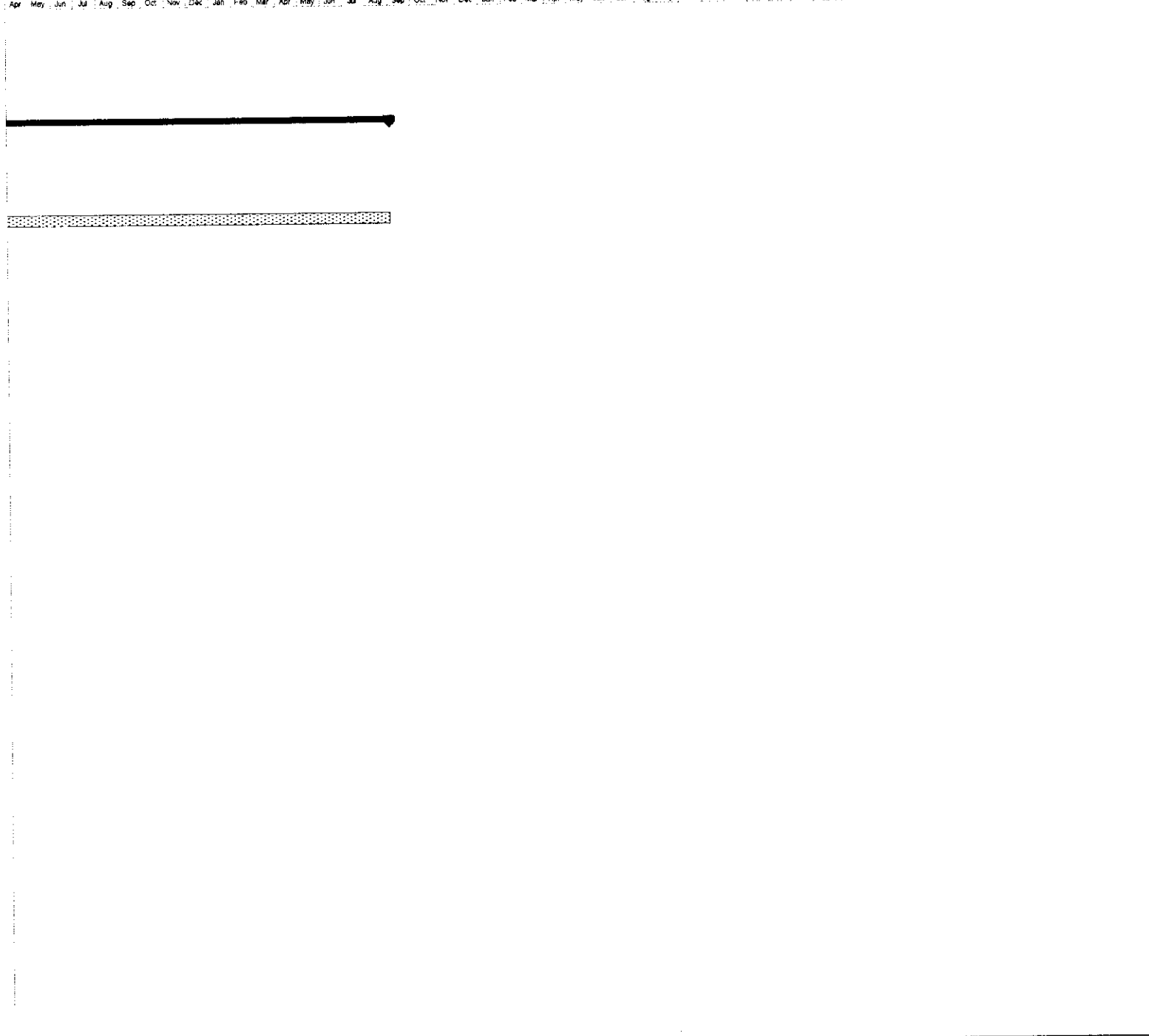


Project: HOPE VI Implementation Sched Date: Tue 2/18/02

Legend: Task (dotted bar), Milestone (diamond), Rollover Task (dotted bar with arrow), Rollover Progress (dotted bar with arrow), External Task (dotted bar), External Milestone (diamond), Progress (solid bar), Summary (solid bar with arrow), Rollover Milestone (diamond), Split (dotted bar with arrow), Project Summary (solid bar), Deadline (solid bar with arrow).



- 1 **Task Name**
- 2 **Selection of Program Manager and Organizational**
- 3     Submit Revised Schedule to HUD
- 4     Approval of Revised Schedule by HUD
- 5     Negotiation of Best and Final Scope and Price for Program Mgr.
- 6     Execution of Program Manager Agreement
- 7     Develop and Submit Prerequisite Plan and Budget to HUD
- 8     HUD approval of Prerequisite Plan and Budget
- 9
- 10 **Relocation/Community and Supportive Services**
- 11     Develop Relocation Plan
- 12     Board Review and adoption Relocation Plan
- 13     Field Office Review of Relocation Plan
- 14     Correct comments/submit supplemental information
- 15     Final HUD Approval of Relocation Plan
- 16     Relocation and CSS interviews. Start Tracking system
- 17     Begin implementation of Self Sufficiency Plans
- 18     Complete Relocation
- 19
- 20 **Demolition**
- 21     Draft Demolition and Disposition applications
- 22     Board review and approval of Demo and Dispo Applications
- 23     HUD review and approval of Demo and Dispo Applications
- 24     Apply for Demolition Only Grant
- 25     Prepare Environmental Review
- 26     Prepare Demolition Document Package
- 27     Receive HOPE VI Demolition Only Grant
- 28     Contract for Demolition
- 29     Complete Demolition
- 30
- 31 **Scattered Site Identification and Selection Process**
- 32     City/ARHA Feasibility determination of Potential Sites
- 33     Review Previously Identified Properties
- 34     Planning and Zoning Review
- 35     Review for HUD site and neighborhood standards
- 36     City Attorney Review of Any legal issues
- 37     Economic Analysis (Capital/Operating/Financial)
- 38     Conceptual site design on recommended sites
- 39     Present Priority List to CMARHA CEO include summary of analysis
- 40     Joint executive Sessions w/City & ARHA to discuss recomm
- 41     ARHA negotiates options on feasible properties
- 42     ARHA announces publicly the proposed sites
- 43     Joint City/ARHA community meetings to present sites
- 44     City/ARHA Public Hearings and decisions
- 45     Prepares Developers Package
- 46
- 47 **Design Concept SM-ID**
- 48     Establish Charrette Task Force
- 49     Establish participants, date, resource requirements, format, location
- 50     Send out Announcements of Charrette
- 51     Hold Charrette
- 52     Prepares developer package
- 53
- 54 **Final Revitalization Plan**
- 55     Draft Final Revitalization Plan
- 56     Review by HUD
- 57     Approval by HUD
- 58
- 59 **Developer Selection SM-ID**
- 60     Complete Draft RFQ for review by SM-ID Work Group
- 61     Finalize RFQ
- 62     Establish Selection Committee
- 63     Issue RFQ, Phase I
- 64     Review Phase 1 submissions and recommend short list
- 65     Approval by Board of Shortlist
- 66     Distribute Developer package to selected developers, Phase II
- 67     Deadline for Submissions of Proposals
- 68     Review developer submissions
- 69     Interview proposers
- 70     Board review and action on recommendation
- 71     Complete Best and Final Negotiations & execute Prelim Dev Agmt
- 72     Prepares Appraisal
- 73     Finalize negotiations and Execute Development Agreement
- 74
- 75 **Developer Selection Offsite**
- 76     Prepares and issue RFQ for Offsite developer, Phase I





HOPE VI Implementation Schedule

- 96 **VHDA Locality Notification Form Letter Due**  
Approximately 45 days
- 102 **Plan of Development Certification Form**  
Must obtain appropriate City Official Signature no more than 3 months prior to the application deadline
- 103 **Zoning Approval Form**  
Must obtain appropriate City Official Signature no more than 3 months prior to the application deadline
- 104 **Building Permit Certification Form**  
Must obtain appropriate City Official Signature no more than 3 months prior to the application deadline or copies of valid building permits are included
- 106 **Local Support/Neutrality/Opposition letter**  
Can be submitted up to one month after application deadline.  
50 points - support  
25 points - neutral  
0 points - oppose
- 108 **Location Certification Form**  
Either the deed is recorded in a county designated difficult development area  
or  
Location Cert form is signed by proper City Officials, no restraints on how early this can be obtained
- 107 **Market Study**  
Must include a Market Study in Application that is no more than 6 months old. If it is then it must be updated. The contents of the study are included in the application package
- 110 **VHDA Locality Notification Form Letter Due**  
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- 124 **Phase IV: Offsets Start Construction**  
Not sure if we can apply for two different pools of Tax Credits during the same funding round
- 126 **VHDA Locality Notification Form Letter Due**  
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**DRAFT 1/30/02 Proposed Scattered Site Process and Time Line**  
**(Needs to be reviewed and amended per ARHA and HUD requirements)**

<u>Time Line</u>	<u>Process</u>
February-March 2002	<p><u>City /ARHA Staff Review and Preparation of Material on Potential Sites:</u></p> <p>Review of previously identified properties</p> <p>Planning and Zoning review for all land use and zoning issues</p> <p>Review for HUD site and neighborhood standards</p> <p>City Attorney review of any legal issues</p> <p>Economic analysis (capital and operating and financial)</p> <p>Staff prioritization of sites based on selection criteria, economic analysis and results of land use and legal review</p>
March 2002	Present priority list to City Manager and ARHA CEO, including summary of analysis for each site
April 2002	Conceptual site design on recommended sites (Staff)
May 2002	Joint Executive Session with City Council/ARHA to discuss City Manager/ARHA CEO recommendations for scattered sites
May 2002	ARHA notifies land owners
May 2002	ARHA announces publicly the proposed sites (adopts resolution)
June 2002	Joint City/ARHA community meetings to present the proposed sites
June -August 2002	ARHA negotiates with land owners; files for condemnation; files for rezonings and 9.06 (if applicable)
September 2002	City Council/ARHA Board joint Public Hearing to receive comment on the proposed scattered sites and decision (possibly in an Executive Session the same night as the public hearing) on the scattered sites to pursue
October 2002	Planning Commission Rezoning/9.06, depending on Council/ARHA decision
October 2002	City Council public hearing on any rezonings and final action
October 2002	ARHA Board adopts final resolution designating scattered sites