

**Community Development Authority Meeting
December 21, 2023 5:30pm
Village Hall downstairs board room, 130 N. Chestnut St. (East Rear Entrance)**

Committee Members present: Neeley (Chairperson), Anderson, Bauer, Birkel, Hines, Miller and Sobottka.

Village Board Members present: President Beissel, Trustee Schutz

Staff Present: Administrator/Clerk-Treasurer Roy

Others present: Karen Meyer, Dawn Benoy, Ryan Casper, Sean Hall

MINUTES

1. Meeting called to order by Chairperson Neeley at 5:30.
2. Approval of minutes: 11-16-2023. **MSC Miller/Sobottka** to approve the minutes. No further discussion. **Unanimous.**
3. Discuss the Old Junior High redevelopment. A draft Request for Proposal (RFP) was presented for review. The CDA discussed including an area housing study, nearby schools and churches, visuals, community connectivity, and the character of nearby residences in the description. The RFP requirements are to include building and site design, experience, housing type, project value, management, financial strategy, financial assistance (if needed), property upkeep, target rents (if applicable), minimum tax base, etc. The Selection criteria is to include development team experience and expertise, financial capability, quality and attractiveness of proposed development, design and density, neighborhood compatibility, proposed tax base, and management quality and history. The additional information will be added to the draft RFP for review at the January CDA meeting.
4. **MSC Bauer/Birkel** to adjourn. No further discussion. **Unanimous.**

Respectfully submitted by Brad Roy, Administrator/Clerk-Treasurer