

**COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES**

**Monday, September 19, 2016**

**4:30pm**

**VILLAGE OF WHITEFISH BAY**

**5300 North Marlborough Drive**

**I. Call to Order and Roll Call**

Chairman Krueger called the meeting to order at 4:37pm.

Present: President Julie Siegel, Trustee Jay Miller, Brian Vanevenhoven, Ted Balistreri and Chairman Ray Krueger. Matt Hunter arrived at 4:39pm.

Also Present: Village Manager Steve Sheiffer, DPW Director John Edlebeck, Assistant Manager Paul Boening and representatives from GRAEF.

**II. General Business**

**1. Approval of Minutes from the meeting held on June 8, 2016.**

Brian Vanevenhoven moved, seconded by Trustee Miller to approve the minutes of the June 8<sup>th</sup> meeting. Motion Carried, 5-0.

Following the motion, Mr. Balistreri informed the CDA that he would be resigning, effective immediately due to a personal interest in a potential development that would require CDA review. Chairman Krueger praised Mr. Balistreri for his years of service.

**Chairman Krueger moved Item 3 forward on the agenda.**

**3. Discussion/Action regarding Retail Incentive Grant Application for Painting with a Twist to be located at 601 East Silver Spring Drive .**

Assistant Manager Paul Boening summarized the request, program guidelines, fund balance and BID Committee recommendation. Mr. Mick McDermott spoke on behalf of Painting with a Twist and was joined by property owners Tom and Terry Stuhlmacher. In response to a question from Chairman Krueger, discussion followed regarding access to the second floor of the building. Trustee Miller asked why the BID Committee had recommended a grant amount of \$10,000. BID Chairman Jeff Commer explained that the Committee spent considerable time reviewing the request and made its recommendation based on the proposed use (service vs. retail), second floor location and program balance. Property owner Tom Stuhlmacher reminded the CDA that the tenant space had been vacant for years. Speaking as a BID Committee member, Mr. Balistreri noted that the Committee did its due diligence and recommended a reduced grant amount because the proposed use did not fit squarely within the program guidelines. Discussion followed. Trustee Miller moved, seconded by President Siegel to accept the BID Committee's recommendation to award a Retail Incentive Grant in the amount of \$10,000 subject to the program guidelines. Motion Carried, 5-0.

**2. Discussion/Action regarding 2017 Budget for TID #1 and TID #2 .**

Village Manager Steve Sheiffer distributed updated financial information that he had received from Ehlers. Mr. Sheiffer summarized the recommended TID #2 budget numbers that had been

included in the CDA's meeting packet. Questions/comments followed. Matt Hunter moved, seconded by Brian Vanevenhoven to recommend that the Village Board approve the TID #2 Budget as presented. Motion Carried, 5-0.

Mr. Sheiffer summarized the recommended TID #1 budget numbers that had been included in the CDA's meeting packet. He noted that the proposed budget did not contain a requirement for a BID Retail Incentive Grant reimbursement in 2017. Questions/comments followed. Brian Vanevenhoven moved, seconded by Matt Hunter to recommend that the Village Board approve the TID #1 Budget as presented. Motion Carried, 5-0.

- 4. The CDA may convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session - specifically regarding potential development opportunities.**

Ray Krueger moved, seconded by Trustee Miller to convene into Closed Session. Motion Carried by Roll Call Vote, 5-0.

- 5. The CDA may reconvene to open session. The CDA reserves the right to take action on any topic discussed in closed session.**

President Siegel and Trustee Miller left the meeting at 5:57pm in order to attend the 6:00pm Village Board meeting. At that point, Chairman Krueger announced that the CDA was returning to open session to adjourn due to the lack of a quorum.

### **III. Adjourn**

Meeting adjourned due to the lack of a quorum at 5:57pm.

Paul Boening  
Assistant Village Manager