

**COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES**

**Monday, January 27, 2020**

**6:30 pm**

**VILLAGE OF WHITEFISH BAY – Village Hall Historical Room  
5300 North Marlborough Drive**

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

Chairperson Ray Krueger called the meeting to order at 6:30 pm.

Present: Chairperson Ray Krueger, Village President Julie Siegel, Village Trustee Jay Saunders, Brian Vanevenhoven, Jim Roemer, Michael Harrigan

Also Present: Village Manager Paul Boening, Assistant Manager Tim Blakeslee, Public Works Director John Edlebeck, Stephanie Hacker with Graef, Hashim Zaibak and Tamir Kaloti – Hayat Pharmacy

Absentee: Mike Dwyer, Sarah Malik.

**II. General Business**

**1. Approval of Minutes from the meeting held on November 11, 2019.**

Brian Vanevenhoven moved to approve the minutes of the November 11, 2019 meeting with the alteration that Jim Roemer not be listed as a trustee. Jim Roemer seconded. Motion passed 6-0.

**2. Review and action on architectural and site plans for Town Bank to be located at 105 W. Silver Spring Drive.**

Village Manager Paul Boening provided a summary of the Town Bank Project and what was already reviewed by ARC and the Plan Commission. There was discussion about the conditions set by ARC, impact to the neighbors to the south, screening requirements, and parking requirements. There was further discussion about the drive-up lane and the walk-up ATM. There was a discussion about building design and the parapet structure.

Jim Roemer moved approval of this development subject conditions listed in the staff memo. Village President Julie Siegel seconded. Motion passed 5-0. Brian Vanevenhoven abstained.

### **3. Review and action on Downtown Incentive Grant Application from Hayat Pharmacy – 424 E. Silver Spring Drive.**

Assistant Manager Tim Blakeslee provided a summary of the grant requested by Hayat Pharmacy as compared to the grant requirements. Hashim Zaibak and Tamir Kaloti with Hayat pharmacy provided a summary of Hayat Pharmacy and what they are looking to do with the space. There was discussion about if the property owner was involved, what was being improved in the space, and what differentiates Hayat from other pharmacies. There was a discussion about the grant requests and grant awards of other projects. Stephanie Hacker with Graef provided several comments about the request size in relation to other projects, noted the project as presented will drive customer traffic, and grant award amount vs. scope. There was a discussion about the scope of the project.

Trustee Saunders thought the project met the grant program requirements and would award the full amount. Michael Harrigan disagreed and thought that the grant program really should be about a gap in funding. Brian Vanevenhoven asked if no grant was provided would a pharmacy still go in. There was discussion that it was likely, but not certain. Village President Julie Siegel said she was comfortable providing a grant of \$50,000. There was a discussion about lease length. Jim Roemer noted that he believes Moshe should be here to support the grant request. There was a discussion about the soda fountain concept and if it should be supported. Chairperson Ray Krueger noted that a pharmacy is needed, but the CDA needs to justify its expenditures. Michael Harrigan said he would like to see a revised proposal that showed what the pharmacy would look like if different levels of grant funding were awarded. There was consensus around this approach.

### **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 the Incentive Grant Applications referenced in Item 3 above.**

Closed session was not held.

### **5. Discussion and possible action to authorize staff to move forward with construction drawings and bid specifications for the redevelopment of Consaul Commons.**

Public Works Director John Edlebeck provided a summary of the project and that he's been happy with the service provided by raSmith. RaSmith provided general numbers for design and bidding but Edlebeck stated that he wants direction from the CDA about going out for bid or getting a quote from raSmith and returning to the CDA. There was a discussion about the draft design costs and that raSmith already has an understanding of the project. There was a question of if the CDA should provide a not-to-exceed amount and let staff run with the project. There was a consensus from the CDA for staff

to get a quote from raSmith and come back to the CDA. Staff can explain if they feel this quote is competitive or not based on their experience.

**III. Adjourn: Michael Harrigan moved to adjourn at 8:34 pm. Village President Julie Siegel seconded. Motion passed 6-0.**

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