

COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

Monday, November 13 , 2017

7:30am

**VILLAGE OF WHITEFISH BAY - Public Library
5420 North Marlborough Drive**

I. Call to Order and Roll Call

Chairperson Krueger called the meeting to order at 7:30am.

Present: Trustee Jay Miller, Jim Roemer, Brian Vanevenhoven, Matt Hunter and Ray Krueger.

Also Present: Village Manager Paul Boening, Assistant Manager Tim Blakeslee and Stephanie Hacker from Graef.

II. General Business

1. Approval of Minutes from the meeting held on October 12 , 2017.

Brian Vanevenhoven moved, seconded by Jay Miller to approve the minutes of the October 12th meeting. Motion Carried, 5-0.

2. Continued Review and Discussion regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant - K & S Investments)

Village Manager Paul Boening summarized the request. Stephanie Hacker of Graef provided additional details and provided the assessed property value and 2016 property taxes associated with the subject property. Ms. Hacker clarified that the applicants had based the project value on the lowest bid that they received.

Applicant Tom Stuhlmacher informed the CDA that he and the other owners felt great about the project. He also noted that the potential tenants were on board and the contractor was ready to go.

Discussion followed regarding financing, requested grant amount, prospective tenants and proposed second floor layout.

3. 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 Application referenced in Item 2 above.

The CDA will return to open session upon completion of the closed session.

Jim Roemer moved, seconded by Jay Miller to move into Closed Session. Motion Carried by Roll Call Vote, 5-0. Closed Session began at 7:48am.

Jim Roemer moved, seconded by Jay Miller to return to Open Session. Motion Carried by Roll Call Vote, 5-0. Open Session resumed at 8:14am.

4. Review and Recommendation to Village Board regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant - K & S Investments)

Jay Miller moved, seconded by Matt Hunter to recommend that the Village Board award a grant of \$30,000 subject to submittal and review of two letters of intent and to award an additional \$5,000 if a third letter of intent is submitted by December 31, 2018. In addition, all tenant leases must include a personal guarantee and a minimum term of 5 years. Motion Carried, 4-1 with Jim Roemer voting nay.

5. Set date/time for next meeting.

No action.

III. Adjourn

Matt Hunter moved, seconded by Jay Miller to adjourn the meeting at 8:18am. Motion Carried, 5-0.

Paul Boening
Village Manager