

**COMMUNITY
DEVELOPMENT
AUTHORITY**

Wednesday, October 2, 2019

7:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding the minutes of the meeting held on September 4, 2019.
4. CLOSED SESSION
 - a. Discussion and action in order to convene in Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically for the following:
 - 1) Consideration of real estate acquisition within Tax Increment Finance District #3.
 - 2) Consideration of real estate acquisition within Tax Increment Finance District #5.
 - b. Discussion and action to reconvene into Open Session.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, November 6, 2019 at 7:00 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Working Draft - MINUTES
Community Development Authority Meeting
September 4, 2019

Members Present: Ken Brost, Jerry Dietzel, Stephanie Brassington, Toni Stolarik

Members Absent: Sue Smith

Staff Present: Andrew Bremer, Matt Schuenke, Karen Knoll

1. CALL TO ORDER

Brost called the meeting to order at 7:00 p.m.

2. PUBLIC APPEARANCES.

None

3. APPROVAL OF MINUTES.

- a. Discussion and action regarding minutes of the meeting held on July 10, 2019. Brassington moved to approve the minutes of July 10, 2019. Dietzel seconded the motion. Motion carried 4-0

4. BUSINESS.

- a. Discussion for financial participation regarding a TIF Development Incentives Application from McFarland Paint & Hardware Inc. (The Lift Store), 4725 Farwell Street.

Vicky Byler from Midwest Equipment Specialists reviewed their TIF aid request. The building is approximately 12,500 sq.ft. in size and was built in 1980. They are looking to upgrade the property by redoing the exterior, siding, roof and parking lot along with energy efficient lighting outside. They are interested in aid of the 20% grant. Bremer reviewed what the applicants are looking to do with the property. He indicated he has met with the owners and discussed the proposal in detail; it will also include façade updates around the west side of the building. Packets include the application, bank letter and contractor estimates along with site photos. Bremer reviewed the application and the Policy Incentive Manual adopted by the Village. A 20% grant is usually incrementally awarded as certain construction levels are reached.

There was a CUP issued in 2014 for outdoor commercial storage on this site, upon review it does not need to be renewed, as Midwest Equipment Specialists no longer has the need

for the CUP. At this stage, formal plans for site design have not been submitted. Bremer reviewed some changes staff would like to see based on the preliminary design submitted. Bremer summarized they use a two-step process for applications, first the review of the TIF application and a recommendation to the Village Board, which is generally indicating you want to participate in the project and some general parameters. The second step, if affirmed by the Village Board, is you would draft a Development Agreement.

In terms of the funding, due to the projected cash flow, this project may be better suited for a traditional loan, which is allowed in the policy manual, and as a further incentive, the Village could consider the potential of a no interest loan; a low interest loan, a mix of loan and grant as an incentive package, or possibly advancing funds from TID 3.

Brost inquired what the owners timeframe was, are there any issues that have an urgent need. Byler replied they are flexible.

b. Discussion regarding initiating a territory amendment to TID #5.

Bremer indicated he and Schuenke met with a development group regarding the purchase of 4900 Larson Beach Road. This would be a multi-family housing project and the developer would be applying for WHEDA tax credits, as they are proposing affordable housing units. The timeframe for that means they would not find out until possibly the summer of 2020, which would result in an extended closing time. The seller was not in favor of an extended closing date. Schuenke took this to the Village Board and they decided to purchase Lot 1, the Village would then, if the financing comes through for the project, sell that lot to the owners of Lot 3. The development group has inquired about TIF assistance for their project, knowing this is not currently in a TIF district. The developer indicated it could be added to a TIF district, which they know would take some time, which would not affect their WHEDA application.

Bremer indicated this is a discussion point, and reviewed the boundaries of the current TIF #5. Bremer indicated you are only allowed four amendments to the life of a TIF district in which to add or remove property. The smallest area to add would be four parcels, you have to be contiguous; however, you can look at adding other parcels, which may have merit. Bremer reviewed potential properties to be added to TIF #5. The Village is not looking to do an amendment this year; any changes would be as a 2020 amendment. The earliest this potential project would start construction would be fall of 2020.

Members discussed various properties, what impact they may potentially have, area Indian mounds, along with the process of a TIF amendment and any potential interest in a TIF amendment. Schuenke pointed out the deadline is always October 1st, by this time next year the CDA would have a better idea of what the developer's project entails. We can always say we are not opposed to the idea, but want to see the proposal developed more.

c. Discussion and action to make a recommendation to the Village Board regarding listing for sale Village property at 5411 Bashford Street within TID #4.

Bremer reviewed the background and Redevelopment Plan for TIF #4. It had included townhouses on that corner, which would include acquisition of adjacent properties. Bremer would like to reach out to the current property owners to see what their long term plans were for their sites, if they were interested in selling so the Villages site could be made larger. Bremer would like the CDA to not attempt to sell at this time; he would make contact with the adjoining owners to see if something could be put together. If they were to sell, he would like to see a small concept plan to help demonstrate the vision for the site.

Schuenke asked if it was still the members' intention to sell the site to recoup the Village funds spent, or would the CDA consider using it as an incentive to attract commercial to the area. It would likely sell at this time for \$60,000 for residential use and would cover costs along with a small profit; a single family home would likely be built fairly quickly. The benefit would help the district, as it is needed. The Village could keep the property and use as an incentive, similar to the Farwell Street project. You would however need to know what type of business would be on the site, as you need to pay off the Villages investment. Another option would be to sell to someone for commercial use and they can file a TIF application. Stolarik pointed out one of the neighboring properties recently sold; they may not likely be interested in selling. Schuenke stated they might be willing to sell if they have not done much with the property, the Village would likely pay more than the current owner did for the property. Bremer pointed out different combinations of the properties and which combination of lots would end up with residential or commercial on the site.

Members indicated they would like to see what the neighboring owners are interested in doing.

Item was tabled

5. CLOSED SESSION.

a. Discussion and action in order to convene in Closed Session in accordance with Wis. Stats. 19.85(1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically for the following:

Dietzel moved to go into closed session. Stolarik seconded the motion. Motion carried on a roll call vote.

- 1) Consideration of a Real Estate Acquisition and Development Agreement by and between the Village of McFarland and Lakestone Properties & Management, LLC for 4719 Farwell Street; and
- 2) Consideration for financial participation regarding a TIF Development Incentives Application from McFarland Paint & Hardware Inc. (The Lift Store), 4725 Farwell Street.

b. Discussion and action to reconvene into Open Session.

Brost moved to move out of closed session. Brassington seconded the motion. Motion carried.

c. Discussion and action to make a recommendation to the Village Board regarding a Real Estate Acquisition and Development Agreement by and between the Village of McFarland and Lakestone Properties & Management, LLC, for 4719 Farwell Street.

Brassington moved to recommend approval to the Village Board regarding a Real Estate Acquisition and Development Agreement by and between the Village of McFarland and Lakestone Properties & Management, LLC, for 4719 Farwell Street, with changes as indicated and subject to final review by Village Attorney and Village Staff. Dietzel seconded the motion. Motion carried.

d. Discussion and action to make a recommendation to the Village Board for financial participation regarding a TIF Development Incentives Application from McFarland Paint & Hardware Inc. (The Lift Store), 4725 Farwell Street.

Brassington moved to table action for participation regarding a TIF Development Incentives Application from McFarland Paint & Hardware Inc. (The Lift Store), 4725 Farwell Street until such time they come forward with updates on business location and improvement options. Stolarik seconded the motion. Motion carried.

6. SCHEDULE NEXT MEETING DATE.

a. Wednesday, October 2, 2019 at 7:00 pm.

7. ADJOURNMENT.

Brassington moved to adjourn, Stolarik seconded the motion. Motion carried. Meeting adjourned at 8:11 p.m.