

Community Development Authority

MINUTES

July 1, 2020

Members Present: Ken Brost, Dan Kolk, Austen Conrad, Stephanie Brassington, Jerry Dietzel, Mike Flaherty

Members Absent: Toni Stolarik (excused)

Staff Present: Andrew Bremer, Stephanie Miller, Karen Knoll

1. CALL TO ORDER

Brost called the CDA meeting to order at 7:00pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the May 6 , 2020 Community Development Authority minutes.

Flaherty moved to approve the May 6, 2020 Community Development Authority minutes. Kolk seconded the motion. Motion carried 6-0.

5. BUSINESS

- a. Discussion and action to make a recommendation to the Village Board regarding a request from Ryan Quam, Waubesa Village LLC, to amend the existing Development Agreement with Waubesa Village LLC related to the construction of Phase III, a 27unit Multi-family apartment building located at 4608 Siggelkow Road.

Bremer summarized the history of the project; this building is identical to the second building of the three-phase project. The CDA and Village Board approved TIF incentives for the Phase I and Phase II buildings. Quam is looking to obtain commercial financing for the third building and as part of that will need to amend the Developers Agreement to subordinate the Villages loan on the project to the new loan amount from the bank. It is the change in the Developers Agreement that brings this back to the CDA and Village Board. Quam is not requesting any TIF incentives with Phase III, but is requesting use of a Village owned lot for staging and storage of materials through the construction project.

Ryan Quam – 4604 Siggelkow Road – advised he recently completed a 27 unit building on Terminal Drive and feels there is still high demand for units in this area, and the interest rates are good at this time. Quam reviewed the site plan as provided in packets and he has been meeting with the Fire Department to address their concerns, and a second access to the project off Terminal Drive. This building will be a mirror image to the second building. He is looking to start construction in October. Quam will be adding another rain garden, and will be submitting his storm water report to the Village Engineer.

Bremer summarized the secondary access drive was discussed when the Phase II building was approved, and minutes indicated the decision to add a second drive would be held off until the Phase III project was proposed. There were concerns over the traffic pattern on Terminal Drive, but also the Fire Department has concerns about access, and the ability to turn around on the site. The discussion was to make this a gated emergency access, and not for tenant use. Quam had indicated he was in agreement with this and will add the access to the site plan for the Plan Commission meeting.

Kolk asked for more details from Quam on the use of the Village owned land. Quam indicated he has an existing gravel drive off Terminal Drive, from past construction and would be using the site for the trusses, and deliveries. Quam indicated there are some trees along the property line, he will be verifying if they are on his site, if they are, he will be removing them, if on the Village property he would like to trim them back.

Flaherty moved to make a recommendation to the Village Board to approve a request from Ryan Quam, Waubesa Village LLC, to amend the existing Development Agreement with Waubesa Village LLC related to the construction of Phase III, a 27 unit multi-family apartment building located at 4608 Siggelkow Road. Dietzel seconded the motion. Motion carried 6-0.

- b. Discussion regarding an application for Tax Increment Financing incentives for improvements to property located at 5923 Exchange Street, Tax Increment District #4, by Shaun O'Hearn, O'Hearn Ventures LLC.

Bremer summarized per his staff report, O'Hearn is looking to add a sprinkler system to the Café and the garden house on the property. This will involve adding a new lateral from Exchange Street into the garden house, and, then through the tunnel to the café to serve that building. O'Hearn is going before the Plan Commission in July to seek a Conditional Use Permit to add two – one-bedroom apartments to the third floor. O'Hearn is not making any other improvements to the garden house at this time, but will be looking to in the future so he can diversify his revenue stream on the property. O'Hearn total budget on this project is \$260,000.00; O'Hearn has requested a TIF development incentive of \$55,000.00. Bremer summarized the breakdown of funds for the project.

O'Hearn reviewed his project proposal, and the history of the McFarland House. He is looking to see what the market is like in short-term rentals to try to turn it into something similar to an old school boarding house without the hotel amenities if that market is weak, he will use them as year round rentals. In order to complete this project per code

requirements, it is out of his financial range, which is why he is seeking the help. Bremer indicated the TIF request is 21% of the project costs.

- c. Review and discussion of the 2019 TIF Annual Reports for TID'S 3, 4, and 5.

Bremer summarized they are required to annually have the Joint Review Board meet and review the annual reports. This meeting took place in June and all reports were accepted for filing with the Department of Revenue. Bremer reviewed the reports as provided in packets, and the memo in his Directors Report. Members discussed the TIDS, statuses of them and various closing dates of them.

6. CLOSED SESSION.

Brassington moved to convene into Closed Session. Dietzel seconded the motion. Motion carried 6-0 on a roll call vote. CDA convened into 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 related to the acquisition of property at the following locations:

- 1) Consideration regarding an application for Tax Increment Financing incentives for improvements to property located at 5923 Exchange Street, Tax Increment District #4, by Shaun O'Hearn, O'Hearn Ventures LLC.

- 2) Consideration to acquire property located at 5817 Milwaukee Street within Tax Increment District #4.

- b. Discussion and action to reconvene into Open Session.

Dietzel moved to reconvene into Open Session. Brost seconded the motion. Motion carried 6-0 on a roll call vote. The CDA returned to open session.

7. OPEN SESSION

- a. Discussion and action to make a recommendation to the Village Board regarding an application for Tax Increment Financing incentives for improvements to property located at 5923 Exchange Street, Tax Increment District #4, by Shaun O'Hearn, O'Hearn Ventures LLC.

Kolk moved to recommend to the Village Board an application for Tax Increment Financing incentives in the amount of \$50,000.00 for improvements to property located at 5923 Exchange Street, Tax Increment District #4, by Shaun O'Hearn, O'Hearn Ventures LLC. Brassington seconded the motion. Motion carried 6-0.

- c. Discussion and action to make a recommendation to the Village Board regarding acquiring property located at 5817 Milwaukee Street, within Tax Increment District #4.

Kolk moved to recommend to the Village Board to pursue acquiring property located at 5817 Milwaukee Street, within Tax Increment District #4. Brassington seconded the motion. Motion carried 6-0.

8. SCHEDULE NEXT MEETING DATE.

- a. August 5, 2020 @ 7:00 p.m.

9. ADJOURNMENT.

Kolk moved to adjourn. Flaherty seconded the motion. Motion carried. Meeting adjourned at 8:31 p.m.

Approved