

Community Development Authority

MINUTES

November 3, 2021

Members Present: Justin Rupert, Austen Conrad, Toni Stolarik, Stephanie Brassington, Ken Brost, Jerry Dietzel (arriving at 7:03 p.m.)

Members Absent: Dan Kolk

Staff Present: Andrew Bremer, Karen Knoll, Kong Thao

1. CALL TO ORDER

Brassington called the meeting to order at 7:00 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the Community Development Authority draft minutes from the September 1, 2021 meeting.
Brost moved to approve the September 1, 2021 Community Development Authority minutes. Rupert seconded the motion. Motion carried 5-0.
- b. Review and possible approval of the joint Community Development Authority - Village Board draft minutes from the October 6, 2021 meeting.
Brost moved to approve the October 6, 2021 joint Community Development Authority – Village Board minutes. Rupert seconded the motion. Motion carried 5-0.

4. BUSINESS

- a. Discussion regarding the proposed 2022 Budgets for the Tax Increment Districts.

Bremer indicated the Village Board is in the process of preparing the 2022 municipal budget which includes TIDS #3, #4 and #5. Bremer reviewed materials with members as included in packets pertaining to the TIDS including revenue summaries, borrowing and debt in the TID's.

- b. Discussion and possible action to make a recommendation to the Village Board regarding a Request for Proposals for an East Side Neighborhood Economic Development & Land Use Plan.

Bremer indicated the current East Side Neighborhood Plan, as included in packets, was adopted in 2008; it is a sub-plan of the Comprehensive Plan. The current plan was completed just before the recession. Bremer reviewed the boundaries and developments since that time, along with reviewing the annexations, developments and potential opportunities for this area in the future.

Bremer advised the Plan Commission reviewed the RFP at their October meeting, and they recommended approval to the Village Board subject to review and any considerations or amendments by the CDA. The RFP shows potential joint CDA and Plan Commission meetings throughout the process. Bremer reviewed the RFP as included in packets, with members, as well as the processes, phases and timelines for the RFP. It could likely be a twelve-month process.

Bremer informed members the evaluation will consist of the Village Administrator, Bremer, and the chair and vice chair from the Plan Commission as well as the chair of the CDA to evaluate all of the RFP's received, conduct interviews, and then make a recommendation to the Plan Commission.

Brassington moved to make a recommendation to the Village Board regarding a Request for Proposals for an East Side Neighborhood Economic Development & Land Use Plan. Brost seconded the motion carried 6-0.

- c. Discussion regarding possible amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application.

Bremer summarized this was discussed at the October Joint meeting with the Village Board, the purpose of tonight's meeting is to discuss what areas of the TIF policy manual and application the CDA would like to review and potentially amend. Bremer would then work on drafting some of those amendments and bring back a draft for review at a future meeting. If there were changes, those would be recommend to the Village Board.

Bremer advised the current manual and application were established in 2017 and amended in 2019. Bremer reviewed the policy manual and application as included in packets with CDA members. Bremer went over items from prior meetings, which were brought up for discussion for a possible change or update, along with options of possible changes to the manual and application, which he has considered. Members discussed options and their thoughts on the process. Members concurred they wanted to keep the option of selling Village owned property at less than market rate. Members also discussed market rate housing, types and the options for creating market rate housing, a tier type program and incentives which could be offered to developers along with how it would tie in with the Villages sustainability plan. Members concurred they would like to see more options for more sustainability incentives rather than requirements for those features. Brassington

would like to see clarification between phases of a project and the project as a whole, does a project stand on its own, some clarity on how multi-phased projects are viewed.

d. Presentation of Directors Report

Bremer reviewed his Directors report with members as provided in packets.

6. SCHEDULE NEXT MEETING DATE.

a. Wednesday, December 1, 2021 at 7:00pm.

7. ADJOURNMENT.

Brost moved to adjourn. Rupert seconded the motion. Motion carried unanimously. Meeting adjourned at 8:38 p.m.