

Community Development Authority

MINUTES

October 12, 2022

Members Present: Dan Kolk, Kristin Ellis, Stephanie Brassington, Ken Brost, TJ Jerke

Members Excused: Austen Conrad

Staff Present: Andrew Bremer

1. CALL TO ORDER

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

2. PUBLIC APPEARANCES

Sean O'Hearn, 5923 Exchange Street, McFarland House Café requested consideration for funding in the 2023 Village budget for additional bike parking in the Downtown area including the existing public parking lot along Bashford Street/Exchange Street within TID #4.

3. APPROVAL OF MINUTES

- a. Review and possible approval of the minutes of the September 14, 2022 joint Community Development Authority and Village Board meeting.

Brassington moved to approve the September 14, 2022 Community Development Authority minutes. Brost seconded the motion. Motion carried 5-0.

4. BUSINESS.

- a. Discussion and possible recommendation to the Village Board regarding Amendment 1 to the Development Agreement, McFarland House Café, Inc., and O'Hearn Ventures LLC.

Bremer reviewed the purpose of the request as summarized in his staff report. O'Hearn provided a summary of the delay for the electrical component and that no date for the arrival has been provided by the supplier due to supply chain issues. Brassington inquired on the timeline to finish the project once the part arrived. O'Hearn indicated the power to the building would need to be shut off for 4-6 hours while the work is done. Kolk inquired whether the sprinkler system had been completed and inspected. O'Hearn indicated it had. Motion by Brost to recommend to the Village Board approval of Amendment 1 to the Development Agreement, McFarland House Café, Inc., and O'Hearn Ventures LLC, as presented. Seconded by Kolk. Motion carried 5-0.

- b. Discussion and possible recommendation to the Village Board regarding Amendment 1 to the Atwater LLC Development Agreement.

Bremer reviewed the purpose of the request as summarized in his staff report. Motion by Brassington to recommend to the Village Board approval of Amendment 1 to the Atwater LLC Development Agreement, contingent on review by the Village Attorney. Seconded by Kolk. Motion carried 5-0.

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

Bremer reviewed the proposed changes to the TIF policy manual and application from the September 14, 2022 joint CDA and Village Board meeting. Jerke requested Bremer revise the definition of minor amendment on page 28 of the packet to provide additional clarity through examples such as subordination requests and that the Community & Economic Development Director shall define what is considered a minor amendment instead of the applicant. CDA members concurred with this amendment. Motion by Brassington to recommend to the Village Board approval of the proposed amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application. Seconded by Brost. Motion carried 5-0.

5. SCHEDULE NEXT MEETING DATE.

- a. Wednesday November 9, 2022 at 7:00 p.m.

6. ADJOURNMENT.

Brassington moved to adjourn the Community Development Authority. Brost seconded the motion. Motion carried 5-0. Meeting adjourned at 7:35 p.m.