

Community Development Authority

MINUTES

May 8, 2023

Members Present: Ken Brost, TJ Jerke, Anthony Hennes, Stephanie Brassington

Members Absent: Dan Kolk, Kristin Ellis, Benjamin Tanko

Staff Present: Andrew Bremer, Karen Knoll

1. CALL TO ORDER

Brassington called the meeting to order at 7:04 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the Community Development Authority draft minutes from the February 8, 2023, meeting.

Brassington moved to approve the February 8, 2023, Community Development Authority minutes. Brost seconded the motion. Motion carried 4-0.

- b. Motion to approve the minutes of the April 18, 2023 joint CDA and Plan Commission meeting.

Brassington moved to approve the minutes of the April 18, 2023 Joint CDA and Plan Commission meeting. Brost seconded the motion. Motion carried 4-0.

4. BUSINESS.

- a. Discussion and possible action to elect a Chairperson for the Community Development Authority.

Brost moved to nominate Brassington, Jerke seconded the motion. Motion carried 4-0.

- b. Discussion and possible action to make a recommendation to the Village Board to issue a Request for Proposals for Land Use Planning for Redevelopment Districts 1 & 2.

Bremer reviewed the Request for Proposals (RFP) Land Use Planning for Redevelopment Districts 1 & 2 as included in packets with members. Bremer reviewed the history and background of TID #3 (adopted 2004) and TID #4 (adopted 2008), Terminal Triangle District Plan (adopted 2005), Village Center Master Plan (adopted 1999) and Redevelopment District Plans 1 & 2 (adopted 2010). Bremer indicated what he is looking for from members, as he goes over the highlights of the proposal, is if there are any comments on any specific section of the RFP.

The timeframe for the RFP approval is there will be a recommendation sent to the Village Board from the CDA after tonight's meeting and the Plan Commission will be meeting on May 16, 2023 to review the draft to make their own recommendation, recommendations will go to the Village Board on May 23, 2023. If approved by the Village Board it will go out to RFP.

Members discussed accessory dwelling units on larger lots, and the requirement they be owner occupied rather than rentals and added "accessory dwelling units" under item # 2 of Section 3. Bremer feels in some manner through zoning we can address them and will discuss this with the Plan Commission at their upcoming meeting. Members discussed who the review committee is, and the process for the RFP approval, and that the Village will continue to rely on current adopted plans until any are replaced. Members also discussed the community engagement and what to expect, plus the timeline of the RFP project.

With the information as included in packets, Bremer reviewed the updated maps of included areas, which are based on prior CDA input, with members.

Brost moved to make a recommendation to the Village Board to issue a Request for proposals for Land Use Planning for Redevelopment Districts 1 & 2 with the modification in section 3 to item #2. Brassington seconded the motion. Motion carried 4-0.

7. SCHEDULE NEXT MEETING DATE.

- a. Wednesday June 14, 2023, at 7:00pm.

8. ADJOURNMENT.

Brost moved to adjourn. Hennes seconded the motion. Motion carried 7-0. Meeting adjourned at 7:45 p.m.