

Community Development Authority

MINUTES

May 8, 2024

Members Present: Stephanie Brassington, Luke Fessler, Elizabeth Yszenga, Kurt Zimmerman, Anthony Hennes, Krystalynn Sabol

Members Absent: Benjamin Tanko

Staff Present: Andrew Bremer, Karen Knoll

1. CALL TO ORDER

Brassington called the meeting to order at 7:01 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Motion to approve the minutes of the Community Development Authority draft minutes from the November 8, 2023, meeting.

Brassington moved to approve the November 8, 2023, Community Development Authority minutes. Hennes seconded the motion. Motion carried 6-0.

- b. Motion to approve the minutes of the January 10, 2024, joint Plan Commission and Community Development Authority meeting.

Brassington moved to approve the January 10, 2024 joint Plan Commission and Community Development Authority meeting. Fessler seconded the motion. Motion carried 6-0.

4. BUSINESS.

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

Bremer reviewed the policy for electing a new Chairperson annually and opened the nomination for the chairperson.

Fessler nominated Stephanie Brassington, Zimmerman seconded the nomination. Motion carried 5-0.

b. Discussion regarding creation of Tax Increment District #7.

Bremer reviewed the upcoming TIF district work the CDA will be doing in the upcoming months, along with summarizing past work done on the current TIF's. Bremer did a high-level review of what TIF financing is with members. Bremer shared a video with members What is Tax Increment Financing and How it Works, which can be found on the Community and Economic Development website page.

Jeff Whipple from Interstate Partners, who acquired 60 acres of land near the Hope Rod & Gun Club with the intent of developing a new business park in McFarland. Whipple gave an overview of Interstate Partners and the areas in which they have developments and an overview of those developments.

Bremer shared with members the preliminary map showing the proposed boundary for the proposed TID #7 district along with the general state statues which need to be followed with the information as provided in packets. Along with reviewing the processes, phases, how the TID #7 could potentially build out in the future.

Bremer also gave a brief overview of Whipple's preapplication which was presented at the Joint CDA/ Plan Commission meeting last November.

Per the information provided in packets Bremer reviewed the general five types of districts, how that type is selected, the timeframes for the specific types of districts, whether you can change the type of TID. Members also discussed how tax-exempt properties work in a TID. Bremer also reviewed the potential schedule and time frame for processing this, along with the state timeframe, the reason the CDA is involved is due to local preference and not a state requirement. Bremer went over how the Joint Review Board is involved in the process of creating and monitoring TID's.

Whipple indicated Interstate Partners will be doing a tour of Park 151 development in Sun Prairie starting at 2840 Innovation Way Suite 130 at 6:00 p.m. members of the Village Board, CDA and Plan Commission are all invited to attend along with any interested members of the public. The meeting is to tour the area only, no action will take place.

c. Discussion regarding creation of Tax Increment District # 6.

Bremer reviewed with members information as included in the packets of the proposed TID #6 which is an overlay of TID #3, along with going over the history of TID #3 and where its current standing. Bremer explained we are past the expenditure period and there are some properties which are currently underutilized in this TIF district. TIF's are an economic development tool and it is the most common tool used in Wisconsin, approximately 75% of the municipalities in the state have at least one active one. The map in packets for TID #6 was created by MSA in combination with the update to the Redevelopment District Plan #1. We are trying to remove the properties which no

longer need to be in a TID district which is why this map is not as compact as others are. Bremer reviewed the type of TID district and boundaries being proposed for the creation of TID #6 along with discussing with members why some properties were or were not included, along with explaining how a TID overlay works.

- d. Discussion regarding an allocation amendment of Tax Increment District #3 to Tax Increment District #5 and #6.

Bremer reviewed the proposed allocation of TID #3 to make it a donor to TIDs #5 and #6. TID #3 is already a donor to TID #4. Bremer explained that state statutes allow a TID to donate surplus funds to another TID if the recipient TID is a rehabilitation/conservation TID (TID #5) or a blighted TID (proposed TID #6).

- e. Discussion and action to make a recommendation to the Village Board regarding purchasing bicycle racks for the Bashford Street public parking lot.

Bremer explained the proposed project to add bicycle racks to the Bashford Street public parking lot including utilizing the Village's logo as part of the design. The proposed design in the packet was previously recommended for approval by the Parks and Recreation Committee using the standard teal color provided by the vendor. Motion by Fessler, seconded by Brassington, to recommend purchase of the bicycle racks as proposed. Motion carried 6-0.

5. SCHEDULE NEXT MEETING DATE

- a. Wednesday June 12, 2024 at 7:00 p.m. – (Canceled due to observed holiday)
- b. Tuesday June 18, 2024 at 5:00 p.m. – Regular meeting
- c. Thursday June 20, 2024 at 7:00 p.m. – Joint Plan Commission meeting

6. ADJOURNMENT

Fessler moved to adjourn. Zimmerman seconded the motion. Motion carried 6-0. Meeting adjourned at 8:31 p.m.