



Community Development Authority
Meeting Minutes
September 9, 2016
3930 N. Murray Avenue, Shorewood, WI 53211

1. Call to order.

The meeting was called to order at 7:34 a.m. Members present: Chair Peter Hammond, Tr. Allison Rozek, John Florsheim, Andrea Roschke, Pete Petrie and Tr. Tammy Rozek. Also present: Village Manager Chris Swartz.

2. Consideration of July 7, 2016 meeting minutes.

Ms. Rozek noted changes. Ms. Roschke moved to approve with changes, seconded by Ms. Rozek. Vote 5-0.

3. Presentation from Ehlers & Assoc regarding Tax Increment District #1 projections.

Mr. Hammond explained that Ehlers is presenting an update on TID #1 because the Wisconsin Department of Revenue has provided its annual certification of property values. The report was issued August 15, 2016.

Mike Harrigan and Dawn Gunderson were present from Ehlers. Mr. Harrigan provided an analysis, looking at various scenarios and focusing on conservative projections. For TID #1, the analysis did not assume any new construction growth. Tax Increment Districts #3, #4 and #5 were also reviewed. TIDs #1, #3 and #4 are closing as previously projected. TID #5 is on track and will close sooner if the developer decides not to utilize the village loan as part of the developer agreement. Mr. Harrigan noted that the updated TID #1 projections which include the transfers of money out to support the ongoing façade program, business loan program and various administrative activities, still show that TID #1 is projected to close in 2021. In addition, he noted that TID #1 would not be able to close any earlier if these transfers were not made.

4. Presentation by Village Finance Director on procedures to transfer funds from Tax Increment District #1 to CDA.

Finance Director Mark Emanuelson was present. Per the decision by the Village Board and CDA at the February 17, 2016 joint meeting, they authorized a number of fund transfers to the CDA to support the continuation of the Façade program, the Business Loan program and other ongoing costs related to CDA activities. Mr. Emanuelson recommended various approvals and a timetable.

5. Discussion and potential consideration on façade grant program updates.

Mr. Hammond noted that there are various items that remain undecided with the façade program subcommittee. He listed each open item noting that final recommendations are scheduled for the October CDA meeting and asked CDA members provide him feedback prior to the October CDA meeting. He also noted that it is important for the CDA to continue to develop additional tools to support local business beyond the façade program particularly if the CDA chooses to limit the façade program in terms of eligible activities and funding.

Ms. Rozek requested if there are any changes to the memorandum of understanding that the Village Board will vote on it.

Mr. Hammond requested members to provide feedback over the next two weeks for recommendation at the October meeting.

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6. Discussion and potential consideration on business loan program updates.

Ms. Rozek reviewed program revisions, highlighting items in need of further discussion. Members plan to complete final review at the following meeting, discussing rate determination, preferred uses and other remaining items.

7. Update on CDA working groups.

Mr. Florsheim reviewed open and vacant commercial spaces at 4114 Oakland and the new mixed-use building. The retail committee is scheduling another meeting in September.

8. Discussion of the CDA Project List and associated initiatives.

Mr. Swartz stated the senior apartments project along the river should begin construction March 2017. The project has been delayed because of soil contamination and DNR approvals. For the new mixed-use on Oakland, a fast-casual restaurant showed interest and would want a liquor license for a limited drink menu. The village has two liquor licenses left and are evaluating current licenses and options to obtain additional licenses.

9. Future agenda items.

Ms. Rozek requested discussion on certain loan guarantee programs, focusing on toolbox options and/or developing housing programs.

10. Scheduling of future meetings.

The next meeting is scheduled Friday October 7, 2016

11. Adjournment.

Ms. Rozek moved to adjourn the meeting at 10:04 a.m., seconded by Ms. Roschke. Vote 6-0.

Recorded by,



Planning Director Ericka Lang