

## VILLAGE OF GRAFTON

### COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

**APRIL 15, 2009**

The Community Development Authority (CDA) meeting was called to order at 6:16 p.m. by Chair John Gassert.

CDA members present: Chairman John Gassert, Ron LaPean, Alan Kletti, Sharon Walbrun, Roger Kirgues

Absent: Trustee James Grant, Dan McKelvey

Staff/Officials present: Village President Jim Brunnuell, Village Administrator Darrell Hofland, Director of Planning and Development Michael Rambousek, and Planner Mary Kay Buratto

#### **MINUTES**

Motion by Roger Kirgues, seconded by Ron LaPean, to approve the minutes of the March 18, 2009, Community Development Authority meeting, as presented.  
Approved unanimously.

#### **HEAR PERSONS REQUESTING TO BE HEARD**

None.

Prior to entering into closed session, Village Administrator, Darrell Hofland suggested that the interviews with the two candidates who are presenting proposals for redevelopment of the lumberyard site be held in open session since no costs or fees would be included in the discussion. The purpose of the interviews is to offer the CDA the opportunity to hear the proposals and to ask questions of the candidates.

After a brief discussion, the members agreed that the interviews could be held in open session since no costs or fees would be discussed at this stage of the process. Village Administrator Hofland also suggested that the interviewees be given 15 minutes for their presentation and five (5) minutes for questions from the CDA. It was also agreed that, while the first candidate was being interviewed, the other candidate would be sequestered in the Board Room in the lower level of the building.

#### **CONSULTANT INTERVIEWS**

Director of Planning and Development Michael Rambousek stated that "Requests for Proposals" (RFP) were sent to seven consultants and proposals were received back from five of the consultants. The RFP asked the consultants for vision and direction on the redevelopment of the former lumberyard site and offered two development processes. The first option was a market analysis of the project and the second option was for 3-D modeling of the site to help envision the proposal. After reviewing the five proposals, Mr. Rambousek

selected two consultants, PDI/Graef and TKWA, The Kubala Washatko Architects, to interview with the CDA.

#### Interview of PDI/Graef

Representing PDI/Graef were Larry Witzling, PDI, Mark Smith, PDI, Amanda Schaefer, PDI and Mike Paulus, Graef. Amanda Schaefer holds a real estate certificate from UWM and Brian Peterson, AIA, is a project architect. PDI/Graef will team with Aaron Gruen of Gruen and Gruen for the market analysis. The consultant presented information on various redevelopment projects in which they have been involved in New Berlin, West Bend and Stevens Point. The consultant stressed their attention to parking in the plans they have previously completed. Their proposal includes a 6-point scope of services with additional services described as options if the CDA wishes to include them.

Roger Kirgues asked the consultant what the cost of the 3-D simulation would be. Larry Witzling stated that it could be as low as \$3,000 for a basic modeling, but that the elements that do the most to convey a vision of the site, such as the addition of landscaping, people, vehicles, can boost the cost significantly. Mr. Witzling also stated that these elements are necessary.

Village Administrator Hofland asked if it made sense to complete a market analysis at this time, given the current economy. Mr. Witzling answered that there are different types and levels of market analyses and that one that would be considered is talking with local developers to develop a sense of the market for this type of product based on their recent experiences.

Village Administrator Hofland also asked if the River Shore development in West Bend was a success. Mr. Witzling replied that it was not a market success, and stated that some of the risks taken didn't work out.

Member Al Kletti asked how the Village would attract business. Mr. Witzling responded that the project should be designed to be developed incrementally. He further stated that PDI has worked on many difficult sites previously and he believed that PDI/Graef could shorten the time frame on the preparation of plans for the lumberyard site from the proposed 5-6 month time frame for completion.

#### Interview of TKWA

Paul Rushing, of TKWA introduced himself and Mr. Blair Williams of WiRED Properties, focusing on mixed use development. Mr. Williams is joining the team as the real estate/marketing person. TKWA is located in Cedarburg and has designed award winning buildings in Wisconsin for over 20 years. Mr. Williams is a real estate developer with many years experience and currently owns WiRED Ventures and WiRED Construction as well as WiRED Properties.

Mr. Williams stated that his company, WiRED Properties is fundamentally different in that the developer's perspective is a user-driven market approach. In this approach, he identifies the

core user group and then creates plans that will attract those users, using a user-based development formula.

Sharon Walbrun asked how to obtain public input and form a “core group” for such projects as this. Mr. Williams stated that you would open up to people, having a number of meetings to test ideas.

Administrator Hofland stated that he wants valid estimates on infrastructure costs, and asked Mr. Williams if they could provide that information. Mr. Williams stated that because he owns a construction company, he has the knowledge to apply a basic litmus test to the proposal and thus produce a comprehensive assessment of these costs.

### **CONVENE TO CLOSED SESSION**

Motion by Ron LaPean, seconded by Roger Kirgues, to convene to closed session at 7:22 p.m., pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters (Purchase of downtown properties for parking and redevelopment, Grafton village Center loan, and other redevelopment efforts). Approved unanimously by a roll call vote.

A closed session of approximately 55 minutes was held. During the closed session the members discussed negotiation strategies associated with downtown parking, the Grafton Village Center loan, the lumberyard site, and the Grafton Hotel.

### **RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS**

Motion by Trustee LaPean, seconded by Al Kletti, to re-convene to open session, and the regular order of business, at 8:17 p.m. Approved unanimously by a roll call vote.

### **2010-2014 CAPITOL IMPROVEMENTS**

Director Rambousek reviewed the Village-wide Capital Improvement Plan as it relates to TID Nos. 3 and 4 - Downtown and South Commercial Redevelopment Districts. Some of the projects were previously included in the TID plan, but some are new projects. The update is for informational purposes only and does not require action on the part of the CDA, at this time. Included in the projects are a railroad crossing at Bridge Street from St. Paul’s Campus in 2010, reconstruction of Chateau Drive, a river walk tunnel connection (potentially considered for construction in 2011) and an ADA accessible path on Cedar Street for river access. These projects will require CDA approval to move forward.

Motion by Trustee LaPean, seconded by Sharon Walbrun to accept Director Rambousek’s updated capital improvement projects report.

Roger Kirgues stated that he needs more information before recommending any of the projects to the Finance Committee.

The motion on the floor was withdrawn from consideration by a consensus.

Motion by Roger Kirgues, seconded by Sharon Walbrun, to table this item until the May CDA meeting. Approved unanimously.

### **OLD BUSINESS / NEW BUSINESS**

#### **1231 13th Avenue – Construction status of future public parking lot**

Demolition will begin on Monday evening and work on the project will start in the next two weeks on the Village owned properties.

#### **Status of Jurisdictional Offer for Grafton Hotel, 1312 Wisconsin Avenue**

Village Administrator Hofland stated that the Village is scheduling a mediation session with the property owner and Investors Bank to develop an acceptable price for the property.

#### **Hiring of planning consultants for Lumberyard Site redevelopment plan**

The CDA members discussed the pros and cons of the two candidates and asked Director Rambousek if he was comfortable with PDI/Graef. Mr. Rambousek stated that he was comfortable with them and their proposal. Roger Kirgues stated that he believed that PDI/Graef's presentation was clear and that their grasp of the issues was good.

Planner Buratto stated that she has had the opportunity to work with PDI on a number of projects in the past. She believes that they could handle the redevelopment planning for the site. She also thought they clearly understood the project and had the most appropriate and well thought out scope of services. Planner Buratto was also comfortable with the teaming of PDI with Graef and also with Aaron Gruen.

Village Administrator Hofland stated that he believed that TKWA would also be a good choice and he likes their track record with successful projects, such as the Grafton Village Center and their design of many local buildings in Ozaukee and Washington Counties.

Motion by Al Kletti, seconded by Roger Kirgues to hire PDI/Graef, Milwaukee, WI, as the consultant for the lumberyard site and to have Planning and Development staff continue to negotiate the terms and conditions of the contract.  
Approved unanimously.

### **ADJOURN**

Motion by Al Kletti, seconded by Roger Kirgues, to adjourn at 8:45 p.m.  
Approved unanimously.