

VILLAGE OF GRAFTON

COMMUNITY DEVELOPMENT AUTHORITY MEETING

APRIL 2, 2014

The Community Development Authority (CDA) meeting was called to order by Chair John Gassert at 6:15 p.m.

Members present: Chair John Gassert, Roger Kirgues, Trustee Jim Grant, Alan Kletti, and Dan McKelvey

Members absent: Al Richards

Staff/Officials present: Village President Jim Brunnquell, Village Administrator Darrell Hofland, Director of Planning and Development Jessica Wolff, and Village Attorney Michael Herbrand

MINUTES

Motion by Alan Kletti, seconded by Trustee Grant, to approve the minutes of the March 17, 2014 Community Development Authority meeting.
Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None.

2014 LEASE WITH ATLAS BBQ FOR PATIO DINING

Administrator Hofland noted that the proposed agreement is identical to 2013 agreement and that the owner wants to enter into a 2014 agreement for outdoor dining.

Motion by Trustee Grant, seconded by Roger Kirgues, to approve the minutes of the March 17, 2014 Community Development Authority meeting. Motion carried.

REVIEW GUIDELINES FOR FAÇADE AND SIGN GRANT AWARDS

Director Wolff presented background on the Commission's past policies for awarding façade and sign grants. The sign grant program was intended to assist business owners with replacement of nonconforming internally illuminated signs downtown. The Commission discussed the remaining nonconforming signs and the process and timeline for compliance. Staff intends to send out another reminder to nonconforming signage business owners prior to the January 1, 2015 deadline. The Commission would like to review the criteria for sign grants at the next meeting.

In the past, the façade grant program provided funds for any type of exterior change. Staff thinks that given the limited amount of funds, the program should

focus on projects that have a significant visual impact rather than replacement of existing features. The Commission decided that the façade grant program criteria need to be specific about replacement and regular maintenance versus renovation and significant improvement. Staff will prepare revised criteria focused on renovation and significant improvement for Commission review at a future meeting.

Motion by Trustee Grant, second by Roger Kirgues, to table the issue for a future meeting.

CLOSED SESSION

Motion by Roger Kirgues, seconded by Trustee Grant, to convene to closed session at 6:45 p.m. pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters (Village Pointe Commons development incentive agreements) and purchase of property for redevelopment purposes (Lumberyard Redevelopment Site).

Chair John Gassert - Yay
President Jim Brunnuell - Yay
Mr. Alan Kletti - Yay

Trustee Jim Grant - Yay
Mr. Dan McKelvey - Yay
Mr. Roger Kirgues – Yay

Motion carried.

A closed session of approximately 48 minutes was held. The CDA discussed negotiation strategies associated with the creation of a development incentive agreement with Village Pointe Commons developers and purchase of property in the Lumberyard Redevelopment Site.

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

Motion by Trustee Grant, seconded by Alan Kletti, to re-convene to open session at 7:33 p.m.

Chair John Gassert - Yay
President Jim Brunnuell - Yay
Mr. Al Richards - Yay

Trustee Jim Grant - Yay
Mr. Dan McKelvey - Yay
Mr. Roger Kirgues – Yay

Motion carried.

OLD/NEW BUSINESS

None.

ADJOURN

Motion by Trustee Grant, seconded by Dan McKelvey, to adjourn the meeting at 7:33 p.m. Motion carried.