

**VILLAGE OF GRAFTON**

**COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES**

**WEDNESDAY, JULY 1, 2015**

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

Board members present: Alan Kletti, Dan McKelvey, Al Richards, President Jim Brunnuquell, Trustee Dave Antoine, and Chair John Gassert

CDA members excused: Roger Kirgues

Staff/Officials present: Village Administrator Darrell Hofland and Director of Planning and Development Jessica Wolff

**MINUTES**

Motion by Mr. Richards, seconded by Mr. McKelvey, to approve the minutes of the June 9, 2015 Community Development Authority meeting, as presented. Motion carried.

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**CONVENE TO CLOSED SESSION**

Motion by Trustee Antoine, seconded by Mr. Kletti, to convene to closed session, at 6:17 p.m., pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters (Lumberyard development agreement)

Mr. Alan Kletti – Aye  
President Brunnuquell – Aye  
Trustee Antoine – Aye  
Motion carried.

Chair John Gassert – Aye  
Mr. Al Richards – Aye  
Mr. Daniel McKelvey – Aye

A closed session of approximately 48 minutes was held. The CDA discussed negotiation strategies for the Lumberyard 1505 development agreement.

**RECONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS**

Motion by Trustee Antoine, seconded by Mr. McKelvey, to reconvene to open session and the regular order of business, at 7:05 p.m.

Alan Kletti – Aye  
President Brunnuquell – Aye  
Trustee Antoine – Aye  
Motion carried.

Chair John Gassert – Aye  
Al Richards – Aye  
Daniel McKelvey – Aye

## **REVIEW AND CONSIDERATION OF THE LUMBERYARD 1505 DEVELOPMENT AGREEMENT**

Motion by President Brunquell, seconded by Mr. McKelvey, to table the Lumberyard 1505 Development Agreement. Motion carried.

## **DISCUSSION AND POSSIBLE ACTION ON LITTLE HANDS DAY CARE (1517 WISCONSIN AVENUE) RELOCATION ASSISTANCE AGREEMENT**

Administrator Hofland explained that the day care owner, Michele Tietz, had not paid rent for October 2014. Ms. Tietz was notified that this item would be on the CDA agenda. Mr. McKelvey was concerned about the impacts to families.

Village staff is recommending that the CDA give Little Hands Day Care six months' notice to terminate the month-to-month lease. Ms. Tietz has known from the beginning of her lease with the Village that her business' relocation would be necessary at some point. Director Wolff noted that one of the conditions of the relocation assistance grant from the CDA is being current on the rent.

Motion by Mr. Kletti, seconded by Mr. Richards, to provide notice of termination of the lease effective December 31, 2015 with Little Hands Day Care at 1517 Wisconsin Avenue. Motion carried.

## **OLD/NEW BUSINESS**

### **A. BMO Harris Bank community information sign**

Director Wolff explained that a sign company representing BMO Harris Bank contacted staff in June regarding the changeable copy community information sign that is located on the southeast corner of their property. BMO Harris Bank would like to remove their existing wooden pole sign on WIS 60 and convert the community information sign to a private sign by replacing the changeable copy portion with an illuminated sign advertising the bank. The Village paid a total of \$20,775 in 2002 for this sign and an identical one at the Grafton Area Chamber of Commerce office.

The CDA members indicated that these signs were a significant investment for the Village. Converting this sign to private use is acceptable since the High School and Fire Department have electronic message signs that display community information, but the bank should compensate the Village for the original installation cost.

## **ADJOURN**

Motion by Mr. Kirgues, seconded by Mr. Kletti, to adjourn at 7:05 p.m. Motion carried.