

VILLAGE OF GRAFTON

COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

APRIL 14, 2010

The Community Development Authority (CDA) meeting was called to order by Chair John Gassert at 6:18 p.m.

CDA members present: Alan Kletti, Dan McKelvey, Jim Grant, Ron LaPean, John Gassert

CDA member absent: Roger Kirgues

Staff/Officials present: Village Administrator Darrell Hofland, Director of Planning and Development Michael Rambousek, Director of Public Works/Village Engineer Dave Murphy, Village Clerk Teri Dylak and Village Attorney Michael Herbrand

MINUTES

Motion by Alan Kletti, seconded by Trustee LaPean, to approve the March 16, 2010 Community Development Authority meeting minutes, as presented.
Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None.

It was the consensus of the CDA members to move the Grafton Village Center tenant parking lease agenda item to prior to the closed session portion of the meeting to accommodate the business owners of the Grafton Village Center that were present.

CONSIDERATION OF PARKING LEASE FOR GRAFTON VILLAGE CENTER TENANTS

Director of Planning and Development Michael Rambousek briefly reviewed the history of the parking lease for the Grafton Village Center tenants. He indicated that in 2008 and 2009, the CDA approved a lease for 15 parking spaces with 5 of the Grafton Village Center tenants (Alterra Coffee Roasters, VINO 100, Sweet Trio, Badger Optical, and Grafton Ski and Cyclery). The 2010 agreement is a continuation of the previous leases.

Mr. Rambousek reviewed the projected costs associated with the leased spaces. The lease amount was determined by calculating the total area of the 15 parking spaces, approximately 2,700 square feet of asphalt, and the costs to maintain this area. The annual payment for the leased spaces would be \$888.00 split equally between the 5 participating tenants or \$177.60 per year per tenant. Mr. Rambousek also indicated that no operating costs for parking lot lighting, pavement marking, and snow and ice removal have been included in the calculation of the 2010 lease price. The signage identifying the leased spaces also identifies the participating businesses.

Motion by Trustee Grant, seconded by Alan Kletti, to approve the 2010 lease for 15 parking spaces for the tenants of Village Center in the amount of \$888.00 to be split equally among the 5 participating tenants.

Kris Steeno, one of the owners of Sweet Trio and representing the 5 participating tenants, was present. Mr. Rambousek identified that he received communication from the other tenants that Mrs. Steeno would be speaking on their behalf.

Mrs. Steeno identified that the tenants appreciate the current signage and the Village attempting to assist with their parking concerns; however, the signage has not alleviated the parking issues the businesses have been experiencing. She indicated that after 5:00 p.m. the parking lot is full and her patrons are unable to find a parking space. In addition, the Milwaukee Ale House business has increased during the day on Saturdays, which causes additional parking issues. In addition, the staff of A-Nails is utilizing a considerable number of parking spaces in the lot for all-day parking. A-Nails did not want to participate in the leasing of limited time parking spaces.

Mr. Steeno identified that Alterra Coffee is also experiencing problems with patrons lingering in the store using the Wi-Fi for extended periods of time which does not allow for a turn-over of parking spaces.

She identified that walk-in traffic is down considerably which is being attributed to a lack of parking in the Village Center parking lot. This is an old issue that has become a continuing problem. Last year a number of tenants paid for restricted parking signage to provide customers with better access to the businesses in the shopping area. Mrs. Steeno commented that she is still receiving complaints from her customers regarding parking problems. Unfortunately, people do not adhere to the restricted parking requirements and several businesses have been forced to take on extra costs to enforce the parking restrictions.

Mrs. Steeno commented that if business does not increase and the parking problems do not get resolved, Sweet Trio is seriously considering relocating their business when their lease expires. Mrs. Steeno is requesting that due to the on-going parking issues in the Village Center parking lot and the lack of safe passage from the parking lot north of Washington Street (STH60) at 13th Avenue, the 5 participating tenants do not think they should be charged for the leased spaces. She stated that her business cannot absorb any additional costs.

Trustee LaPean commented that he does not think the tenants should be charged for the limited time parking spaces due to the on-going parking issues.

Mrs. Steeno informed the CDA that she has received information from Alterra Coffee that they will be purchasing the two buildings, with the exception of the Grafton Ski and Cyclery, by June 1. They anticipate limiting the amount of time patrons can utilize the Wi-Fi for free which may assist in patrons not staying in the restaurant for extended periods of time thus opening up parking spaces.

Attorney Herbrand questioned if the 15 parking spaces are allocated to specific business or are available for any of the participating tenants. Mrs. Steeno stated that they are open to all patrons of the participating tenants.

Trustee Grant stated that, in the near future, the HAWKS signals will be installed at STH60 and 13th Avenue, which will aid in safer pedestrian passage across STH 60. He agreed that until we generate additional parking in this area, the tenants should not charge for the leased spaces. We need to do what we can to maintain the viability of these businesses.

Alan Kletti agreed stating that it is unfortunate that more people do not utilize the parking area north of Washington Street (STH 60).

Trustee LaPean suggested that the entire parking lot be restricted to 1 hour parking for the next year. Mr. Murphy suggested that 2-hour parking might be a better alternative because this would provide patrons with adequate time to patronize the Ale House and would eliminate employee parking since most shifts are more than two hours.

The members discussed enforcement of the 2-hour parking restrictions. The Police Department would be the agency responsible for enforcement of the restrictions. Enforcement would likely be on a complaint basis. Tenants would need to be aware of vehicles that are not adhering to the limited time parking and contact the Police Department.

Discussion occurred regarding if someone other than Police Officers could enforce the parking provision. This option will be researched.

Chair John Gassert requested the members take action on the motion on the floor.

The motion to approve the 2010 lease for 15 parking spaces for the tenants of Village Center in the amount of \$888.00 to be split equally among the participating tenants was defeated unanimously.

Motion by Trustee LaPean, seconded by Trustee Kletti, to recommend to the Public Safety Committee, the establishment of a 2-hour parking limit in the Grafton Village Center parking lot. Approved unanimously

Motion by Trustee LaPean, seconded by Dan McKelvey to recommend Village Board approval of the 2010 lease for 15 parking spaces for the 5 participating tenants of Village Center in the amount of \$1 per participating tenant per year. Approved unanimously.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Trustee LaPean, to convene to closed session, at 6:44 p.m., pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters (Property acquisition - 1435 Wisconsin Avenue / Status of loan negotiations— Direct Development, LLC / Potential downtown redevelopment update / Paramount Plaza outdoor seating area lease

agreement and 19.85(1)(g) for Litigation matters (Potential litigation –Notice of Claim and Circumstance). Approved unanimously by roll call vote.

A closed session of approximately 50 minutes was held. During the closed session the CDA discussed terms of possible negotiations associated with the outstanding loan by Direct Development, LLC. In addition, the members discussed the terms of the lease agreement for the Paramount Plaza outdoor seating as well as potential litigation resulting from a notice of claim and circumstance from UPAD, LLC, EtAl.

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

Motion by Trustee LaPean, seconded by Trustee Grant, to reconvene to open session and the regular order of business, at 7:37 p.m. Approved unanimously by roll call vote.

LEASE OF VILLAGE PROPERTY (PARAMOUNT PLAZA) OUTDOOR SEATING AREA

Village Administrator Darrell Hofland briefly reviewed a lease agreement with the Paramount Grill and Bakehouse, LLC for an outdoor seating area in the Paramount Plaza. Mr. Hofland identified that the Village previously had an agreement with the former Paramount restaurant owner. Mr. Hofland also indicated that the outdoor seating area is identical to the previously leased area.

In 2009, the Village worked with the Brian Bernier, owner of the Paramount Grille and Bakehouse, to establish free Wi-Fi in the Paramount Plaza. For this service, the Village did not charge Mr. Bernier for the outdoor dining area. The 2010 lease agreement also identifies no fee in lieu of providing the Wi-Fi service in the Plaza area. In addition, the lease agreement includes a notation that there may be construction in the Plaza resulting from the renovation of the former Grafton Hotel facility later this year.

Mr. Murphy suggested the agreement include a notation regarding the ability for the Village to keep the outdoor sound system equipment in the restaurant facility.

Alan Kletti questioned a provision in the agreement that only allows dining in the outdoor seating area. He questioned if it should be amended to include options such as a guitar player or violin, etc.

The members briefly discussed the options for the outdoor dining area. Attorney Herbrand suggested that a notation be added to the agreement to allow other uses in this area, with the permission of the landlord. Village Administrator Hofland would have the authority to approve or deny the requests.

Motion Trustee Grant, seconded by Alan Kletti, to recommend Village Board approval of the Paramount Grille and Bakehouse, LLC outdoor seating lease agreement, with the addition of a provision to maintain the placement of the Village of Grafton outdoor sound system equipment in the restaurant facility and a provision to the allow other uses in the outdoor dining area, with the permission of the Landlord. Approved unanimously.

DOWNTOWN 2025 VISION

Village Administrator Hofland stated that in 1998-1999 the Village participated in a charette to identify the development vision of the community, particularly the downtown. Since that time a considerable number of changes have occurred in Grafton which resulted from that event. Mr. Hofland is requesting the CDA, Plan Commission and Village Board, along with local businesses, again meet to review the vision for the next 10 years.

Mr. Hofland indicated that the event would be on a Saturday and he is looking to work with the Chamber of Commerce on establishing a date for the event. It is anticipated that someone would be hired to facilitate the event and various Committee/Board members would participate in the program. The purpose of the charette is to reaffirm the direction the Village is heading regarding the redevelopment of the downtown or to change direction if it is determined a different course of action is needed

Chair Gassert suggested that photographs of before and after redevelopment of the downtown area be included in the program as well as placed on the Village website. Mr. Rambousek identified that he has a number of before and after photos from the various façade grant upgrades that have occurred in the downtown.

Alan Kletti informed the members that at last evening's Grafton Lions Club meeting, he received very positive comments from several West Bend club attendees on the overall look and development of the Village.

Administrator Hofland stated that, in 1993, the Village participated in the First Impressions Program with the Village of Hartland. This program involves two communities touring the other's municipality and preparing a report of first impressions. Because Grafton has changed considerably since 1993, Mr. Hofland is suggesting that the Village again participate in the program.

Administrator Hofland informed the members that the Village of Grafton has received an award for the design of the Paramount Plaza from the Wisconsin Chapter of the American Society of Landscape Architects.

Administrator Hofland briefly reviewed the results of the quality of life question on the recent community survey. He identified that 86.1 percent of respondents indicated that the redevelopment of the downtown has had a positive or very positive effect on the community. In addition, 74.5 percent stated that the redevelopment of the South Commercial District had a positive or very positive effect.

Trustee Grant commented that the community has not realized the affects of the completion and operation of the new hospital facility. It is anticipated that this facility will have a favorable impact on both residential and commercial development.

The members briefly discussed the condition of the Highland Ridge, former Manchester Mall, construction site. Administrator Hofland stated that the Village has received a number of

complaints regarding the condition of the site. The developer has indicated that he will be beginning site cleanup soon and possibly submitting a revised development plan for Village consideration.

Trustee Grant questioned if the site would be brought to grade. The developer is supposed to bring the site to grade and plant grass in the area until development proceeds.

OLD BUSINESS

Director Rambousek informed the members that the cost of the entrance signage, approved at the last meeting, will be approximately \$3,500 less than anticipated.

He also stated that an auto store tenant will be occupying the former Hobby Town area in the strip mall along Wisconsin Avenue.

The property owned by Gene and Rosemary Schmit, located between the Port Washington State Bank complex and the Grafton High School, is being purchased for a medical related business. It is anticipated that the project plans will be submitted for Plan Commission review over the next several months.

The Water Street Brewery facility is now under construction.

The CDA members briefly discussed the former brewery site between 12th Avenue and 13th Avenue. The site is in need of clean-up; however, at this time the Village has no authority to force the owner to do so.

NEW BUSINESS

None.

ADJOURN

Motion by Trustee Grant, seconded by Trustee LaPean, to adjourn at 8:01 p.m.
Approved unanimously.