

VILLAGE OF GRAFTON

COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

APRIL 6, 2011

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

CDA members present: John Gassert, Al Richards, Jim Grant, Alan Kletti, Dan McKelvey, and Roger Kirgues (arrived at 6:21 p.m.)

CDA members excused: Ron LaPean

Staff/Officials present: Village Administrator Darrell Hofland and Director of Planning and Development Michael A. Rambousek

MINUTES

Motion by Trustee Grant, seconded by Alan Kletti, to approve the February 2, 2011, Community Development Authority meeting minutes, as presented. Approved unanimously.

Motion by Dan McKelvey, seconded by Alan Richards, to approve the February 16, 2011, Community Development Authority meeting minutes, as presented. Approved unanimously.

PERSONS REQUESTING TO BE HEARD

None.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Dan McKelvey, to convene to closed session, at 6:18 p.m., pursuant to Wisconsin Statutes 19.85(1)(e) for Real estate and competitive bargaining matters (redevelopment agreement negotiations and sale of downtown CDA-owned property) Approved unanimously by roll call vote.

A closed session of approximately 37 minutes was held. During the closed session the CDA reviewed a potential development for a former industrial site and the Lumberyard Site. In addition, the members discussed an amendment to a previously approved development agreement for the Grafton Hotel project.

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

Motion by Trustee Grant, seconded by Dan McKelvey, to reconvene to open session and the regular order of business at 6:55 p.m. Approved unanimously by roll call vote.

**CONSIDERATION OF THIRD REVISED TAX INCREMENTAL DISTRICT NO. 3
DEVELOPER AGREEMENT AND ADDENDUM TO AMENDMENT TO PURCHASE
CONTRACT FOR HISTORIC GRAFTON HOTEL**

Administrator Darrell Hofland gave a brief summary of the changes to the Third Amendment to the development agreement for the Grafton Hotel renovation project. He also reviewed the addendum to the purchase contract. Overall, the primary changes as part of these amendments have to do with the dates regarding certain benchmarks the developers need to meet. He also stated that the commercial space once proposed for the first floor of the hotel addition has now been converted to two residential units. So there is also an amendment to the proposed use of the hotel. This change in use was recently approved by the Plan Commission meeting along with the site plan and building modifications. The project is also scheduled for review by the Architectural Review Board for exterior architectural modifications to the west elevation on April 14, 2011.

With the change from a residential/commercial mixed-use building to a single use building, with a total of 20 residential units, the developers will need verification whether the local building code will require a sprinkler system. The developers have met with the Fire Chief and he has indicated that he is supportive of a building without the use of sprinklers subject to the approval of the State of Wisconsin Department of Commerce plan review. He added that the developers will be submitting their plans to the Department of Commerce for review and also for local building permits shortly. Administrator Hofland finished his summary by stating that the developers are planning to close on the purchase of this property toward the end of this month.

Paul Rushing, one of the developers of the project, thanked the CDA for again amending the document and their patience with him and his partner on this project.

Trustee Grant stated that the CDA has been patient because it is the Grafton Hotel building.

Roger Kirgues asked Mr. Rushing how they were able to alleviate the requirement for a sprinkler system.

Paul Rushing replied that it was done two ways. First, they compartmentalized the building into different sections or pods with fire walls and ceilings. Second, they added an emergency notification system to the building.

Trustee Grant asked when construction will begin.

Paul Rushing stated that the closing is scheduled for April 22, 2011 and he would like to start the project right after that.

Trustee Grant asked if a color rendering could be displayed at the construction site because a lot of people will be interested in this project and that will also give it some good publicity.

Paul Rushing replied that they will see what they can do.

Director of Planning and Development Michael Rambousek stated that he would place a color copy of the plans in the Paramount Plaza kiosk.

Motion by Trustee Grant, seconded by Roger Kirgues, to approve the Third Revised Tax Incremental District No. 3 Developer Agreement and Addendum to Amendment to Purchase Contract for Historic Grafton Hotel as submitted. Approved unanimously.

Motion by Trustee Grant, seconded by Roger Kirgues, to recommend the Village Board approve the Third Revised Tax Incremental District No. 3 Developer Agreement as submitted. Approved unanimously.

Paul Rushing thanked the CDA for approving the amendments and for sticking with them throughout this process.

CONSIDERATION OF 5-YEAR CAPITAL IMPROVEMENTS 2012-2016

Director Rambousek provided a summary of the 5-Year Capital Improvements for the period of 2012-2016. He indicated that all of the listed projects are included in the TID No. 3 and TID No. 4 project plans. For TID No. 3, a majority of the projects are pushed back to the year 2016, except for those that are related to a private development project or a public parking lot in the downtown. For TID No. 4, all of the projects are pushed back until 2015 and 2016. He added that he and the Director of Public Works thought that the Falls Road projects are a slightly higher priority so those two projects are listed as 2015 projects and the remaining two projects are scheduled for 2016.

Motion by Al Richards, seconded by Roger Kirgues, to recommended approval of the 5-Year Capital Improvements 2012-2016 Plan to the Finance Committee, as presented. Approved unanimously.

OLD BUSINESS/NEW BUSINESS

Administrator Hofland stated that he wanted to discuss the idea of allowing overnight parking in the downtown parking lots. He stated that some other committees have now attempted this endeavor as a pilot program with some positive results. He indicated that over a 6 month period in these communities, there was support by businesses that served alcohol and a reduction in intoxicated operations of a vehicle.

Trustee Grant asked if there was a concern about intoxicated operation of vehicles right now in the Village of Grafton.

Administrator Hofland indicated that he would research that data.

Roger Kirgues mentioned that he would like to see current trends regarding this issue.

Trustee Grant stated that if there is not a problem, then we should not try and fix it.

Roger Kirgues stated that he was trying to determine any negatives associated with doing something like this. Right now he can't think of any negatives.

Trustee Grant suggested that this matter come before the Public Safety Committee at a future meeting.

Administrator Hofland indicated that he would talk with the Police Department about any applicable data and then bring the matter to the Public Safety Committee.

ADJOURN

Motion by Roger Kirgues, seconded by Trustee Grant, to adjourn the meeting at 7:27 p.m. Approved unanimously.