

Village of Sherwood Community Development Authority Meeting Minutes
January 27, 2016

- 1) Call to Order/Roll Call. – *Kaas called the meeting to order at 6:30 p.m. with roll call:*

Present:

Tom Boll
Cheryl Dewing
Roger Kaas; Chair
Steve McGrath
David Miller
Tom Vande Hey

Absent:

Todd Thiel, excused

Others present:

Susan Williams, Clerk
Randy Friday, Administrator

- 2) Pledge of Allegiance. – *recited.*
- 3) Approval of the Agenda. – ***Boll moved to approve the agenda as presented. Dewing 2nd. Motion carried unanimously.***
- 4) Citizen Comments on Agenda Items.
- 5) Approval of Minutes: Dec. 16 (Special Meeting). – ***Vande Hey moved to approve the minutes of the Special Meeting of December 16, 2015, as presented. Boll 2nd. Motion carried unanimously.***
- 6) Officer's Report: Chair.
- 7) Old Business
- a. *Sherwood Cliffs Apartments and Village Hall–Senior Housing site: Final (Draft) RFP regarding apartment building/site, with potential inclusion of Village Hall site.*
- Vande Hey moved to approve the Final Draft of the Request For Proposal Regarding Apartment Building/Site with potential inclusion of Village Hall site, as presented. Boll 2nd. Motion carried unanimously.***
- Kaas informed the Authority that he has a list of developers and requested any additional names be forwarded to him. Kaas stated Staff will distribute the RFP to those on the list beginning February 1st.*
- 8) New Business: None.
- 9) Correspondences:
- a. Two pending apartment move-outs (Jan. 11; Wisc. Management Company).
- b. Unsightly garage door/tarp at N409 Military Road (Dec. 22; Holz-N498 Nottingham Ct.).
- 10) Closed Session: *Consider grant application for the 50/50 matching grant program and potential investment(s), per Downtown Redevelopment Plan. Per Wis. Stats §19.85(1)(e), a*

governmental body may move to closed session when deliberating or negotiating the purchase of public properties, investing public funds, or conducting other public business whenever competitive or bargaining reasons require a closed session.

- a. (6:40pm) *Castle Square Condo Association* – Head Insurance request for grant-funding of new signage at intersection of Castle Drive & STH 55/114.
- b. (7pm) *Disposition of property (-ies) for potential development.*

Vande Hey moved to go into Closed Session per Wis. Stats §19.85(1) (e) at 6:46 p.m. Miller 2nd. Motion carried unanimously.

Miller departs Board Room at 7:30 p.m.

Vande Hey moved to return to Open Session at 8:15 p.m. Dewing 2nd. Motion carried unanimously.

- 11) Open Session: *The Board may act on any of the above-noted items in Open Session.*

Vande Hey moved to approve the Head Insurance Agency LLC 50/50 Matching Grant request for \$6,900 for new signage, as presented. Boll 2nd. Motion carried unanimously.

Kaas requested Staff to inform the recipient of the award

Kaas informed the Authority that the Village Board in December (2015) committed the remaining FY2015 50/50 Matching Grant Funds to the Committed Fund Balance be used in FY2016 which includes the grant award to Sherwood Elevator up to \$10,000 and remaining \$15,889.01 available for other grant applications.

- 12) Adjournment. – ***Kaas hearing no objection adjourned the meeting at 8:22 p.m.***

The minutes respectfully submitted for review and approval by Susan Williams, Clerk.