

**Village of Sherwood Community Development Authority Meeting Minutes**  
Sept. 28, 2016

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

**Present:**

Roger Kaas; Chair  
Tom Boll  
Cheryl Dewing  
Todd Thiel  
Tom Vande Hey

**Absent:**

David Miller, excused  
Steve McGrath, excused

**Others present:**

Randy Friday; Administrator  
Susan Williams, Clerk-Treasurer  
Jim Rath, Village President

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – *Kaas requested agenda item 10) advanced to follow agenda item 5). **Vande Hey moved to approve the agenda as amended, and the rest as presented. Dewing 2<sup>nd</sup>. Motion carried unanimously.***
- 4) Citizen Comments on Agenda Items.
- 5) Approval of Minutes: Aug. 24 (Regular Meeting). – ***Boll moved to approve the minutes of the regular meeting of the Community Development Authority on August 24, 2016, as presented. Vande Hey 2<sup>nd</sup>. Motion carried unanimously.***
- 6) Officer's Report: Chair.

*Kaas distributed an e-mail Thiel had sent to him in regards to Uptown Commons in Chilton. Thiel shared information he obtained from that development. Thiel stated he, Kaas and Miller will walk through the property with the owner and manager September 29, 2016.*

- 7) Old Business: None.
- 8) New Business:  
a. *Consider joint marketing for properties in Historic Downtown Redevelopment District.*

*Kaas reported speaking with a representative from Newmark, Grubb and Pfefferle about the Village development opportunities, including giving out a copy of the Village Development Request For Proposal. Kaas received feedback that parties may have interest. Kaas stated the representative requested a single party listing for the client with interest.*

***Thiel moved to approve a single client listing with Newmark, Grubb and Pfefferle with stipulation of pre-qualified parties, pre-determined parameters of minimum value and time frame for senior living development. Dewing 2<sup>nd</sup>. Motion carried unanimously.***

- b. *Consider Market Study for future Senior Housing project (East Central Wisconsin Regional Planning Commission (ECWRPC)).*

*Kaas stated ECWRPC has circulated requests for studies and asked the Authority if the Village should apply. Dewing questioned if all know the Village needs senior housing. Kaas replied that developers need the analysis. Friday went through the checklist and found the Village could rank high.*

***Vande Hey moved to authorize Kaas to complete the application. Boll 2<sup>nd</sup>.***

*Thiel suggested qualifying the application.*

*Kaas stated the cost of ECWRPC's Comprehensive Plan revamp is approximately \$17,000.*

***Motion carried unanimously.***

- 9) Correspondences: None.
- 10) Closed Session: *Downtown business redevelopment presentation and discussion.* 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.

***Thiel moved to go into to Closed Session Per Wis. Stats §19.85(1) (e) at 6:33 p.m. Vande Hey 2<sup>nd</sup>. Motion carried unanimously.***

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

***Boll moved to return to Open Session at 9:03 p.m. Dewing 2<sup>nd</sup>. Motion carried unanimously.***

*Williams informed the Authority of the tenant communications regarding the pending demolition of the remaining rental homes dependent on the approval at the budget hearing in November.*

*Friday suggested Williams provide monthly updates on the Economic Development Resources.*

*Friday stated he will discuss the demolition needs with the Village Public Works Staff.*

- 12) Adjournment. – ***Kaas, hearing no objection adjourned the meeting at 9:35 p.m.***

Minutes respectfully submitted for review and approval by Susan Williams-Clerk.