

## Village of Sherwood Community Development Authority Meeting Minutes Feb. 28, 2018

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

**Present:**

Roger Kaas; Chair  
Cheryl Dewing  
Steve McGrath  
David Miller  
Todd Thiel

**Absent:**

Tom Boll  
Tom Vande Hey

**Others present:**

Randy Friday; Administrator

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – *Thiel moved to approve the agenda as presented. Dewing 2<sup>nd</sup>. Motion carried unanimously.*
- 4) Approval of Minutes: Jan. 24 (Regular Meeting). – *Dewing moved to approve the Meeting Minutes of Jan. 24 as presented. McGrath 2<sup>nd</sup>. Motion carried unanimously.*
- 5) Registered Citizen Comments on Agenda Items. None.
- 6) Officer's Report: Chair.

*Kaas reviewed the revised Village Signage Ordinance and its applicability to non-profit organizations. He noted some local service and religious organizations have signs that are not in compliance with the new signage Code standards, and that as an organization are not tax-paying entities. Kass noted the 50/50 Matching Grant program was created for 'Business' only, and therefore for tax-paying entities only, and to support local businesses.*

*Regarding the creation of a local 'Business Directory' by the non-profit, 'Friends of High Cliff' and funded through the 50/50 Business Matching Grant program, Kaas noted that while awarded to a non-profit organization, the Directory's purpose was to yield a business directory of all Sherwood businesses and therefore meshed with the CDA goal of supporting local business.*

*The Board generally discussed the interplay between non-profits and their connection as service groups and organizations to a community, but also the balancing act Village Officials must be cognizant of relative to using taxpayer funds in supporting a non-profit or religious organization's potential request for funding.*

*Regarding the CDA's recently-expired listing contract with Newmark, Grubb & Pfefferle, Kaas noted several entities contacted during their contractual agreement will be "excluded" entities having a prior relationship with NG&P.*

- 7) Old Business:
  - a. *Finance holdings & history:* Update presented.
- 8) New Business:
  - a. *Listing Contract:* Consider proposal terms for property listing (JRoss Associates; Agent Kim Johnson).

*The Board discussed terms presented and varying scenarios with the Agent. To understand previously expended Village funds, Staff is to provide the Board information regarding costs associated with the purchase and demolition of properties within the listing contract area.*

***Motion by Thiel and 2<sup>nd</sup> by McGrath to conditionally approve contract terms as presented, contingent upon property listing price of \$1 and \$7,000 Agent fee. Unanimously carried.***

- b. *Request for Proposals* (Shenanigan's property and/or contents): Consider publication of RFP.

*The Board reviewed the RFP proposed by the Clerk and determined it satisfactory for publication. Staff was directed to send the RFP to the established mailing list of potential service providers included in the Agenda Packet. Staff will coordinate the RFP release timing in relation to the next Board Meeting.*

- 9) Correspondences:
  - a. *Technical Assistance Grant (TAG) Award – Round-about Facility Planning & Placement* (East Central Wisconsin Regional Planning Commission; Feb. 12).

Board reviewed the information.

- b. *Conference Attendance Report – Ehler's Public Finance Seminar* (Village Administrator; Feb. 22).

Friday presented his conference Notes as included in the Agenda packet.

- 10) Closed Session: Did not occur.
- 11) Adjournment. – ***Hearing no objection, Kaas adjourned the meeting at 8:30p.m.***

*Minutes presented for review and approval by Randy Friday, acting-Clerk.*