

Village of Sherwood Community Development Authority Meeting Minutes
March 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
Tom Boll
Cheryl Dewing
Steve McGrath
David Miller
Todd Thiel
Tom Vande Hey

Absent:

none

Others present:

Randy Friday; Administrator
Susan Williams, Clerk-Treasurer

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – *Miller moved to approve the agenda as presented. Dewing 2nd. Motion carried unanimously.*
- 4) Approval of Minutes: Feb. 28 (Regular Meeting). – *Vande Hey moved to approve the minutes of the regular meeting of the Community Development Authority of February 28, 2018, as presented. Miller 2nd. Motion carried unanimously.*
- 5) Registered Citizen Comments on Agenda Items.
- 6) Officer's Report: Chair.

Kaas reported attending the annual InDevelopment conference in Green Bay and stated the intention was to generate developer interest. Kaas reported municipal and banks were mostly in attendance with few developers. Kaas stated Mary Kohrell from Calumet County promoted municipalities in the county with brochures.

- 7) Old Business:
a. *Finance holdings & history: Update (Clerk/Treasurer).*
- 8) New Business:
a. *Bid Award – Shenanigan's property and/or contents sale: Consider/Award bid for inventory and auction services, per published RFP.*

Williams presented the bids submitted for the inventory and auction of property and contents of N385 Military Road.

Kaas questioned what happens to the remaining contents following the auction and Williams responded it will remain at the property.

Vande Hey stated the Village will be responsible for what does not sell. McGrath suggested contacting Habitat For Humanity.

Miller moved to award the Bid Award for inventory services and a public in person one day auction services of N385 Military Road for 25% gross selling price, as presented, to Thiel Real Estate, Auction and Appraisal. Thiel – abstain, Vande Hey – abstain, motion carried.

b. *'Signage': Consider ability &/or criteria for non-business entities to access 50/50 Business Matching Grant program for signage upgrades.*

Kaas stated the issue is the matching grants for non-profits. Kaas reported that the enforcement of the sign code and the ability of non-profits to apply for the 50-50 matching grants was brought up under the Chairman's section of the February meeting. Kaas stated that having it as an agenda item, it can be properly discussed.

Friday directed the Authority Members to the sign inventory in the packet and identified several non-profit signs which are in violation of the code.

Thiel stated in terms of beautifying and improve the looks of the Village why wouldn't they consider non-profits.

Vande Hey stated the Lions group is investing in the Village and giving to the Village each time they are asked and then they are told their sign is illegal.

Thiel questioned if the grant funds result in changes in assessments and Friday replied it depends on the type of expenditure.

McGrath questioned if soda machines are violations of the sign code.

Vande Hey asked how many businesses are supported by the Community Development Authority are profitable.

McGrath questioned if the non-profits could have a separate category. Kaas stated it could be limited to signage.

McGrath stated the church picnic brings people into the Village

Thiel stated either side of the conversation, they must consider what can be defended.

Kaas questioned Friday if the Village Attorney can be consulted for an opinion on the topic and Friday replied he can be.

Thiel suggested a call to the Attorney could ask if non-profits can be excluded, and defend that, or include non-profits but limit it to signage, and defend that, or include non-profits in the program with the CDA to proceed as they determine appropriate and defend that.

Thiel moved to table the topic until the April meeting. Miller 2nd. Motion carried unanimously.

c. *Municipal Parking Lot:* Consider ‘tenant’ usage of parking lot at N409 Military Road.

Friday presented the topic and questioned if the CDA should be controlling the lot with signage.

Kaas suggested to post signage that states No Overnight Parking and For Use of Customers Only. Friday questioned if the businesses should be listed and Kaas responded yes, the dance studio and pottery business.

Thiel questioned if it will be policed and Friday replied that if it is on the books, then Calumet County Sheriff Deputies can issue tickets for violators.

Kaas asked if a motion is required and Friday responded that yes and also to direct staff. Friday suggested a recommendation to the Village Board since it will require a change to the code so the County can enforce it. Friday suggested reaching out to the businesses for a discussion of allowing their customers to park there.

Vande Hey moved to recommend to the Village Board approving posting signage, at N409 Military Rd. with language of no overnight parking and parking only for customers of High Cliff Studio building. Miller 2nd. Motion carried unanimously.

9) Correspondences: None.

10) Closed Session:

Consider Property and business (re-)development in Tax Increment District #2 & #3: 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. Review of Village-owned & developable properties and costs incurred in relation to future TID-related requests for development support.

Thiel moved to go into Closed Session: Consider Property and business (re-)development in Tax Increment District #2 & #3: Per Wis. Stats §19.85(1) (e) at 7:32 p.m. Boll 2nd. Motion carried unanimously.

11) Open Session: *The Board may act on any Closed Session item in Open Session.*

Miller moved to return to Open Session at 8:02 p.m. Boll 2nd. Motion carried unanimously.

12) Adjournment. – **Kaas hearing no objection adjourned the meeting at 8:05 p.m.**

Minutes presented for review and approval by Susan Williams, Clerk-Treasurer.