



WHITEFISH BAY COMMUNITY DEVELOPMENT AUTHORITY

MEETING NOTICE AND AGENDA

**WHITEFISH BAY PUBLIC LIBRARY – PROGRAM ROOM
5420 N. MARLBOROUGH DR.**

**Tuesday, June 14, 2022
6:00PM**

I. Call to Order and Roll Call

II. General Business

Approved

Discussion

Discussion

Discussion

Discussion

Approved

1. Approval of Minutes from the meeting held on April 7, 2022.

2. Discussion regarding Silver Spring District characteristics and merchant impressions (i.e. streetscape, placemaking, occupancy/buildout procedures, etc.).

3. Discussion regarding past plan actions and next steps.

4. Update from GRAEF on Work Order progress.

5. Discussion/action regarding establishment of a recurring meeting date/time for the remainder of 2022.

6. The CDA may convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – specifically regarding potential development opportunities.

7. The CDA will reconvene to open session prior to adjourning.

III. Adjourn

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the BID Board may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

**April 7, 2022
6:00 p.m.**

VILLAGE OF WHITEFISH BAY – GoToMeeting

I. Call to Order and Roll Call

Ray Krueger called the meeting to order at 6:00 p.m.

Present: Chairperson Ray Krueger, Village President Kevin Buckley, Village Trustee Raisa Koltun, Mike Dwyer, Brian Vanevenhoven, Sarah Malik, Mike Harrigan

Also Present: Village Manager Paul Boening, Assistant Manager Tim Blakeslee, Stephanie Hacker and Mary Kramer with Graef, Village Attorney Chris Jaekels

II. General Business

1. Approval of Minutes from the meeting held on February 17, 2022.

Mike Dwyer moved to approve the minutes of the February 17 meeting. Mike Harrigan seconded. Motion passed 7-0.

2. Review and action on Downtown Incentive Grant Application from Fresh Coast Dance – 121 E. Silver Spring Dr.

Assistant Manager Blakeslee provided a summary of the Downtown Incentive Grant Application of Fresh Coast Dance at 121 E Silver Spring Dr, Whitefish Bay, WI 53217, on parcel number 197-004-0003. The applicant has requested that the Downtown Incentive Grant Program fund 50% (\$18,825) of the eligible renovation cost of \$37,650. Blakeslee walked through the staff memo. Applicant Jess Cigleski provided a summary of her business, the reason for the request, and why it was submitted after the deadline. Discussion on the number of quotes obtained and lease length. Discussion and general consensus on waiving the requirement that the application should be considered even though work was already completed. Staff concurred with that direction by the CDA. Discussion with the CDA on being sure that applicants are aware of the deadlines and that this is an exception to the normal requirements.

President Buckley moved to waive the requirement that downtown incentive grant application be submitted prior to work being started. Mike Harrigan seconded. Motion passed 7-0.

President Buckley moved to approve a Downtown Incentive Grant Program fund 50% (\$18,825) of the eligible renovation cost of \$37,650. Sarah Malik seconded. Motion passed 7-0

3. Status update from Graef and regarding 2022 Economic Development Services.

Village Manager Boeing provided a summary of the work order items from Graef. Discussion about the BID job opening, process, and CDA involvement. Discussion about salary for the BID position and market rates. Graef provided a summary of work order items provided in the meeting packet. Direction provided by the CDA to provide a better mechanism for reporting status updates than provided at this meeting. Discussion about development updates and when that information is provided to the CDA. Graef will provide another update in progress at the next CDA meeting.

4. Review of Downtown Incentive Grant Program activity to date.

Village Manager Boeing provided a summary of the current grant requests to-date. Discussion on effectiveness of the program and how it's marketed. Staff requested confirmation that grant requests submitted late should continue to be on case by case basis.

III. Adjourn: President Buckley moved to adjourn at 7:33 p.m. Mike Harrigan Seconded. Motion passed 7-0.