

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE COMMUNITY DEVELOPMENT AUTHORITY**  
held on Monday, June 13, 2016 at 4:30 p.m., in the Board Room, at the Municipal Center  
Chairman White Presiding.

**A. OPENING OF SESSION AT 4:30 P.M.**

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1. **Community Development Authority meeting called to order by Trustee White.**
2. **Clerk will take attendance and roll call.**

Roll call indicated 4 Community Development Authority members present.

<u>Member</u>	<u>Present</u>
Berger, Scott	NO
Hagedorn, Todd	NO
Hoffman, Craig	YES
Jelmeland, Dave	YES
Knopf, Michelle	NO
White, Loren	YES
Winkels, Steve	YES

Village Staff in attendance: Guild, Higgins, Jacobs, Donner, Tatro, Wehner, Maguire, and Parker. MCDEVCO Executive Director, Jim Warsaw, was present. There were about 10 audience members present.

3. **Requests for Silencing of cellphones and other electronic devices.**
4. **Acknowledgement of visitors if any.**

**B. COMMENTS FROM THE PUBLIC ON MATTERS PERTAINING TO COMMITTEE BUSINESS AND OVERSIGHT.**

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None.

**C. CONSENT ITEMS.**

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5. **Approve previous Community Development Authority Meeting Minutes: April 11, 2016.**

*Motion by Winkels, second by Jelmeland, to approve previous CDA meeting(s) minutes from April 11, 2016.*

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Present</u>
Berger, Scott	NO
Hagedorn, Todd	NO
Hoffman, Craig	YES
Jelmeland, Dave	YES
Knopf, Michelle	NO
White, Loren	YES
Winkels, Steve	YES

**D. PRESENTATIONS.**

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6. **SE Quadrant Development Concept – Daniel Guild, Village Administrator and Justin Frahm, JSD Professional Services, Inc.**

Justin Frahm, of JSD Professional Services, Inc., gave a presentation on the SE Quadrant Development Concept. Others participating in the presentation were Guild along with Dave Jenkins and Bill Dunlop of Forward Development Group.

**E. BUSINESS ITEMS FOR CONSIDERATION, DISCUSSION, AND ACTION**

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7. **Recommendation of SE Quadrant Neighborhood Development Concept.**

Guild asked the CDA to make a recommendation to the Board of Trustees. Guild stated the draft Camp Phillips Plan will be brought before the CDA next month.

*Motion by Winkels, second by Hoffman, to forward the SE Quadrant Neighborhood Development Concept on to the Board of Trustees for their approval.*

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 3 Result: PASS

<u>Member</u>	<u>Present</u>
Berger, Scott	NO
Hagedorn, Todd	NO
Hoffman, Craig	YES
Jelmeland, Dave	YES
Knopf, Michelle	NO
White, Loren	YES
Winkels, Steve	YES

**8. Soul of the Community Survey Results.**

Guild explained we are close to having this report and document finished. The survey results will be shared with everyone next week.

**9. Business Retention & Expansion, 2<sup>nd</sup> Quarter Update.**

Guild gave an update on business retention and expansion efforts the Village has been involved in for the 2<sup>nd</sup> quarter. He discussed how the Village is looking to take the excess right-of-way area on Schofield Avenue, just west of Vino Latte, and at the owner's expense, turning that into a parking lot for their customers. While the Village would still own this, the cost of construction will be on the business owner.

**10. Recruitment and Prospect Update.**

Guild discussed the Village working closely with The Retail Coach and Forward Development Group.

**F. REPORTS**

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**11. MCDEVCO Executive Director**

Warsaw explained how they have moved to a new location. People tended to get the impression that MCDEVCO and the Chamber were one in the same. They wanted to maintain their 501c3 status and felt it was best by moving away.

Warsaw also explained they are focusing on the creation of a new Marathon County Economic Development Fund, over the next 3 years hoping to build that fund up to \$10 million, to be used for gap financing.

Warsaw discussed their working on rural initiatives for extending broadband to rural areas. He stated that he continues to work with the new director of CWA.

**12. Planning and Development Director**

Higgins referred to her submitted written report. She then introduced to them the Marathon County uniform addressing project. She stated this is still in the planning phase, as a lot of questions still need to be answered. She pointed out we are the only incorporated community that has come on board with this project to date. The earliest implementation would be 2017, but most likely 2018.

**13. Chief Financial Officer**

Jacobs explained how his finance department team is working on finishing up the audit. Everything with the borrowing and CDA debt is all hinged on the completion of this.

**14. Administrator**

None.

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**G. REMARKS FROM THE COMMISSIONERS; DISCUSS ITEMS TO BE INCLUDED FOR THE NEXT CDA AGENDA.**

**Hoffman commented on how he is impressed with how things are coming together.**

**H. SET NEXT MEETING DATE FOR MONDAY, JULY 11, 2016, AT 4:30 P.M.**

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**I. ANNOUNCEMENTS**

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**J. ADJOURN.**

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**White adjourned the meeting at 6:00 p.m.**

Valerie Parker, Recording Secretary