

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**OFFICIAL MEETING MINUTES OF THE COMMUNITY DEVELOPMENT AUTHORITY**  
**Tuesday, February 20, 2018 @ 6:00 p.m.**

1. **Call to Order & Welcome by Chairperson White.**  
Meeting called to order by Chairperson White at 6:02 p.m.

2. **Roll Call by recording secretary.**

<b>Commissioner</b>	<b>PRESENT</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	ABSENT/Arrived later
Jelmeland, David	YES
Winkels, Stephen	YES

3. **Approval of minutes from previous meeting.**

*Motion by Jelmeland, second by Hagedorn to approve the minutes of October 17, 2017.*

**Yes Vote: 5**  
**No Votes: 0**  
**Abstain: 0**  
**Not Voting: 1**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	ABSENT
Jelmeland, David	YES
Winkels, Stephen	YES

4. **Public comments.**  
There were no public comments made. We have 4 guests in the audience 3 from the Pines at Mount View and Mr. Warsaw from MCDEVCO.

5. **DRAFT Developer's MOU with Forward Development Group.**

*Motion by Berger, second by Winkels to acknowledge receipt of DRAFT Developer's MOU with Forward Development Group.*

**Yes Vote: 6**  
**No Votes: 0**  
**Abstain: 0**  
**Not Voting: 0**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES

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Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

**6. Request from Gassner CO., S.C. re ADC.**

Regarding the utilization of potential TIF dollars for an individual private organization (ADC) in Weston. White wishes the previous owners well and the new owners that they remain in Weston. Jelmeland asked if we know if the new owners will maintain the company in Weston. Warsaw commented that as far as ADC has told MCVEDCO they are planning on continuing business in Weston.

**Motion by Jelmeland, second by Winkels to acknowledge receipt of Request from Gassner CO., S.C. re ADC.**

**Yes Vote: 6**  
**No Votes: 0**  
**Abstain: 0**  
**Not Voting: 0**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

**7. Sports Complex documents**

White commented that this is only conceptual now and could be changed. There is sufficient analysis and research being done based on the concept. Jelmeland asked if the project can be done in phases. Guild said that yes it could very easily be done in phases. Jelmeland asked whose intentions it is to manage it, Marathon County, Weston?

Guild commented that no formal conversations have been conducted between Marathon County and the Village of Weston.

**Motion by Berger, second by Hagedorn to acknowledge receipt Sports Complex documents.**

**Yes Vote: 4**  
**No Votes: 0**  
**Abstain:2**  
**Not Voting: 0**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES

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**Tuesday, February 20, 2018 @ 6:00 p.m.**

Hagedorn, Todd	YES
Knopf, Michelle	ABSTAIN
Jelmeland, David	YES
Winkels, Stephen	ABSTAIN

**8. Discuss responsibilities of the Community Development Authority**

Guild explained the difference of community development authority and economic development committee general goals as a committee as advice and guidance for the Board of Trustees and the Community Development Authority has independent decision-making abilities.

He also explained about potential loan programs through the USDA and that it is better to apply for the loans as an independent Community Development Authority on behalf of the Village of Weston with its own FEIN number and Attorney Yde is considering how it will look if we split the Community Development Authority and Economic Development Committee.

Jelmeland asked about the USDA presentation previously. Guild identified that the Community Development Authority needs to have its own corporate identity and FEIN. Guild mentioned that other Wisconsin municipalities have conducted this split and have been successful. Guild commented that there is a colleague that is currently the Executive Director of Baraboo and Whitewater Community Development Authorities, will come and explain the separation process and hopefully the ultimate outcome and any pitfalls that they have experienced in the past. Berger asked who would make the definitive decision. Guild commented that it would be a co-decision between the Board of Trustees and Community Development Authority/Economic Development Committee.

The independent Community Development Authority would manage the TIF district funds and borrowing. Jelmeland asked about filing tax forms. Guild responded that investigation on tax forms and filing would have to be conducted. Warsaw questioned about elected officials on the potential new Community Development Authority. Guild responded that it is not the understanding that there cannot be Weston Village Board members on the Community Development Authority.

**9. Acknowledge 2017 Building Permits issued.**

White questioned about the total valuation for 2017.

**10. Acknowledge 2018 Building Permits issued, January.**

White commented that there has already been over 2 million dollars in permit valuation.

**11. Acknowledge Higgins Report on Plan/Dev department.**

***Motion by Jelmeland, second by Knopf to acknowledge 2017 Building Permits issued, 2018 Building Permits issued, January, Higgins Report on Plan/Dev department.***

**Yes Vote: 6**

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Tuesday, February 20, 2018 @ 6:00 p.m.**

**No Votes: 0  
Abstain: 0  
Not Voting: 0  
Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

- 12. Acknowledge SB 600 re: permitting of artificial and isolated wetlands.**  
White commented about how small the state will designate isolated wetlands down to .05 of an acre.

***Motion by Berger, second by Winkels to acknowledge SB 600 re: permitting of artificial and isolated wetlands.***

**Yes Vote: 6  
No Votes: 0  
Abstain: 0  
Not Voting: 0  
Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

- 13. Acknowledge CPC Wetland Permit Practical Alternatives Analysis.**

***Motion by Hagedorn, second by Knopf to acknowledge CPC Wetland Permit Practical Alternatives Analysis.***

**Yes Vote: 6  
No Votes: 0  
Abstain: 0  
Not Voting: 0  
Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
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**Tuesday, February 20, 2018 @ 6:00 p.m.**

Jelmeland, David	YES
Winkels, Stephen	YES

**14. Approve Real Property Purchase Option Agreement w/ From the Forest.**

Jelmeland questioned about a \$96,000 grant. Guild explained that the grant is only allowed for development to keep the organization within Wisconsin specifically in Weston, but the Village is not bound to provide them with the grant. White questioned regarding rebates per-acre that is sold and does it affect the next price of acre selling. Guild explained that we sell the land for market rate and if the organization develops the land within the villages arrangement the village will give them their land cost back. It also creates a tax base for the village and not a tax-exempt property.

Jelmeland questioned all the grants that the village has provided in the past based on this premise. Guild explained that it would definitely take time to provide that information about check exchange policy with other organizations in the past. Jelmeland requested creating a spreadsheet/report on how these monies we are giving out and the policy of the monies provided for future Village of Weston generations to have with explanation about the transactions. At this time there is no money except \$10 being exchanged with From the Forest for the time limit of January 15, 2021 unless From the Forest completes their development.

Warsaw was at the discussion with From the Forest, and it was very clear to him that if the Village did not provide this land for From the Forest they would leave the Weston/Wausau area. From the Forest has the first right of refusal until the contract expires.

***Motion by Jelmeland, second by Berger to Approve Real Property Purchase Option Agreement w/ From the Forest.***

**Yes Vote: 5**  
**No Votes: 0**  
**Abstain: 1**  
**Not Voting: 0**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	ABSTAIN
Jelmeland, David	YES
Winkels, Stephen	YES

**15. Acknowledge TIF 1 Project Plan: Infrastructure planning (via web)**

White commented that many of these projects the village would have to do even if development did not come to Weston.

White commented about previous proposals in changing the TID boundaries, and will be completed in the project plan.

Guild explained that phase 1, the narrative portion has been completed; phase 2, public works and infrastructure expenses plan is nearly completed; phase 3,

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financing plan and then the entire project plan will be able to be wrapped up and ready to committee approval.

***Motion by Hagedorn, second by Jelmeland to acknowledge TIF 1 Project Plan: Infrastructure planning.***

**Yes Vote: 6**  
**No Votes: 0**  
**Abstain: 0**  
**Not Voting: 0**  
**Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

**16. Discuss TIF Incentives Policy & Practice**

Guild questioned the members: Should we have a written policy? If we have a written policy what should be included?

White commented that it is good for the village to have a plan and it be equitable for all requesting TIF dollars and what is expected with the money.

Berger echoed White on yes we need a policy. The submitted is a great starting place.

White commented that it falls in line with the Comprehensive Plan and Master Plan everything that the village has worked on for the last 3 years.

Jelmeland commented that there is a need for policy, but the current submitted draft does not include anything about the person and their finances in case they have "taken" TIF monies from previous municipality and vanished shortly after doors have opened. Credit checking and listing exactly what we are searching for in background checks should be listed in the application and packet.

MCDEVCO will work with Higgins about potential background checking options.

Jelmeland will also do some checking on background check options.

Please send feedback to Higgins on DRAFT policy and application.

**17. Discuss Wausau Metro Marketing.**

The Village of Weston and Marathon County along with MCEDEVCO will all be working with *G Morty and the Makers* for marketing the metro Wausau region.

**18. Discuss Weston Community Guide & Business Directory**

Highlight Central Wisconsin Airport in a separate section.

Warsaw commented that Weston contributed money toward the economic assessment and was utilized while in Chicago for an investment group was very impressed with the guide that was provided and will be in contact on a project they are looking for land for.

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
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19. **Approve Resolution 2018-CDA-001 MCDEVCO Revolving Loan Fund.**  
Passed unanimously by the Board of Trustees Monday, February 19, 2018.

***Motion by Jelmeland, second by Winkels to Approve Resolution 2018-CDA-001 MCDEVCO Revolving Loan Fund.***

**Yes Vote: 6  
No Votes: 0  
Abstain: 0  
Not Voting: 0  
Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES

**ADJOURNMENT.**

***Motion by Jelmeland, second by Winkels to adjourn the CDA February 20, 2018 meeting at 8:10pm.***

**Yes Vote: 6  
No Votes: 0  
Abstain: 0  
Not Voting: 0  
Result: Pass**

<b>Commissioner</b>	<b>Voting</b>
White, Loren	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	YES
Jelmeland, David	YES
Winkels, Stephen	YES