

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING MINUTES OF THE COMMUNITY DEVELOPMENT AUTHORITY
Tuesday, June 19, 2018 @ 6:00 p.m.

1. **Call to Order & Welcome by Chairperson Zeyghami.**
Meeting called to order by Chairperson Zeyghami at 6:00 p.m.

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

Commissioner	PRESENT
Zeyghami, Hooshang	YES
Maloney, Mark	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	EXCUSED
Jelmeland, David	YES
Winkels, Stephen	YES

Village staff in attendance: Donner, Higgins, Trautman, and Wehner

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

Motion by Maloney, second by Hagedorn to approve the minutes of May 15, 2018.

Yes Vote: 6
No Votes: 0
Abstain: 0
Not Voting: 1
Result: Pass

Commissioner	Voting
Zeyghami, Hooshang	YES
Maloney, Mark	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	--
Jelmeland, David	YES
Winkels, Stephen	YES

4. **Public comments.**
None

5. ***Building/Construction Activity and Permit Report***

Motion by Maloney, second by Berger to acknowledge receipt of the May 2018 Building Permits issued.

Yes Vote: 6
No Votes: 0

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
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Tuesday, June 19, 2018 @ 6:00 p.m.

Abstain: 0
Not Voting: 1
Result: Pass

Commissioner	Voting
Zeyghami, Hooshang	YES
Maloney, Mark	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	--
Jelmeland, David	YES
Winkels, Stephen	YES

6. Camp Phillips Center Commercial development project progress report

Donner stated our attempt here is to give a brief synopsis of where the Village is regarding the Camp Phillips development. Staff has meetings every Monday with JSD to keep abreast of where the project stands. On June 6th staff had a conference call with JSD, Forward Development, and WIDOT on items related to the project.

ATC Relocation contract, financing – Zeyghami questioned who is the owner of the property that the ATC contract is referring to. Discussion that FDG (Forward Development Group) plans to own the property before year end, currently they are in negotiations with property owners to extend their option to purchase. Zeyghami was concerned that the Village is spending 2.5 million dollars and we do not have a Developers Agreement. Donner explained that is the purpose of the MOU where it identifies the responsibility of all parties. The Developers Agreement will be finalized during the platting process.

MOU - Donner reminded the Commission that the MOU was originally presented in April to the CDA and it was approved by the Board of Trustees after that. He believes a Developer's Agreement is being worked on.

TIA with DOT – Donner said that the DOT requested the TIA be reviewed at a different level. Last night at the Village Board meeting the Board approved an amendment to the contract with FDG for MSA to do the work. Donner reviewed in detail the request from the DOT. Zeyghami questioned the timeline for MSA to do the work, Donner said the contact said it will take around 4 weeks. Zeyghami discussed the schedule and the need to get a timeline to keep things moving.

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING MINUTES OF THE COMMUNITY DEVELOPMENT AUTHORITY
Tuesday, June 19, 2018 @ 6:00 p.m.

Wetland Permit - Donner said that the wetland permit is a critical piece of the project. He discussed the wetland permit, the timing and the strategy JSD is using when submitting the permit to the DNR. Higgins gave an update to the Commission what happened at the last meeting with the DNR. She said currently there is just over 22 acres of wetland impact, down just over 3 from the original 25.71. The DNR continues to reference the number 17 acres of impact, but this was for individual sites, not a master planned site. Jelmeland questioned who has ultimate authority with the final decision the DNR or the Army Corp of Engineers (ACOE)? Donner's thought is that the ACOE most likely will follow the DNR. Staff plans to include a request for the DNR to schedule the public hearing right away with the permit submittal.

The Commission discussed the need to get the Board, CDA and Plan Commission together to get an update of the TIF plan amendment and the financial position of the TIF. Members were in agreement that things needed to keep moving forward, and the proposed July 16th meeting should be kept and consider videotaping the meeting for those who cannot attend.

Hagedorn said that the WDEC has some grants that are available for studies for economic development that could be used to fund the more in-depth TIA traffic modeling that is required. Staff was requested to look into this further and report back at a future meeting.

- 7. Wetlands and the Camp Phillips Center Project Presentation**
Donner explained that the presentation for the Marathon County's Environmental Committee was not relevant anymore, so a decision was made not to present tonight. Donner asked if anyone wanted to hear it, the consensus was they would skip the presentation.
- 8. Discussion on prioritizing Project/Tasks for CDA for next six months**
Donner and Higgins sat down earlier today and prepared a priority/task list. Donner reviewed the list. Higgins took requests for future business tours.
- 9. Sports Complex Feasibility Study**
Discussion on the potential new sports facility that may be coming to the Wausau area and how the proposed facility in Weston would complement and not be competition. Maloney voiced concern that the Village shouldn't be running a sports facility, staff response was that the intension was not to have the Village run the facility. Donner rehashed the history of the RFP for design of the sports complex and then the request from board members for a feasibility study be done to support the need for a sports complex. Commission agreed that an RFP for the feasibility study should be sent out. Donner followed up with questioning the Commission what

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
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their thoughts are on using Tourism monies to fund the study. Zeyghami said yes.

ADJOURNMENT.

Motion by Maloney, second by Jelmeland to adjourn the CDA June 19, 2018 meeting at 7:20.

**Yes Vote: 6
No Votes: 0
Abstain: 0
Not Voting: 1
Result: Pass**

Commissioner	Voting
Zeyghami, Hooshang	YES
Maloney, Mark	YES
Berger, Scott	YES
Hagedorn, Todd	YES
Knopf, Michelle	--
Jelmeland, David	YES
Winkels, Stephen	YES

DRAFT