

Community Development Authority (CDA)

Minutes of Meeting Held Tuesday, March 12, 2013 at 6:00 p.m.
24 W. Main Street, Belleville WI 53508

Call to order – Appoint Acting Chairperson: Daniel Rung

Roll call by Acting Chairperson – Present: Jennifer Mickelson, Deb Kazmar, Daniel Rung, Mike Parkin, Rich Hendrickson, and April Little. Absent: Tim Young

Visitors - None

Priority Projects for 2013

1. **Railroad Corridor (TIF 5) & WEDC Meeting Update** – Little, Parkin, Howard Ward and Rick Francois met with Jason Scott, WEDC. He said that the Green County portion of the project would be eligible for a CDBG grant (not the Dane County portion). Brownfield grants are available now through the WEDC rather than the DNR, but clarification on cleanup responsibilities and grant parameters are needed. A redevelopment plan is needed; it should not be speculative. WEDC may also be able to assist with Landmark on relocation of operations. Landmark also has a new contact. The idea is to put together a plan/proposal to present to Landmark. Actions needed are setting up a CDA meeting with the Village's financial advisor, Ehlers; a meeting with Landmark; obtaining updated demolition estimates; and updated assessed values (to reflect the removals).
2. **River Walk / Connecting Trail – From New Bridge to Badger State Trail; DNR Grant** - The first step will be to do survey and wetland delineation work the first or second week in April, as weather allows. Preliminary design will be done afterward.
3. **Downtown / Street Beautification Projects: Shed Behind 17 W. Main Street** – Bank of Belleville plans to acquire, split off, and donate the shed behind Dream Maker's Salon to the Village. The Village would then tear it down for green space. The bank must first do an environmental phase 1 study. Little, the bank, and DNR representatives will have a phone conference to discuss acquisition, liability, and clean up issues. The CDA could consider using the bank's consultant to do further environmental studies along the corridor, east to the pedestrian bridge (awaiting more information on consultant estimates). CDA members provided some more questions for the DNR about liability issues.
4. **Signage – Entrance** – Contact suggestions to obtain sign renovation assistance included the Boy and Girl Scouts, Kiwanis, Municipal Judge (community service project), or Public Works seasonal help. Public Works can provide the paint.
5. **Revolving Loan Fund** – Samples have not yet been received. Little will check with some professional web sites.
6. **Projects Pending Final Completion: Landmark Expansion (TIF 4) and Wayfinding Signage** – All paperwork with Landmark is signed; they have not announced any construction date for the grain storage expansion as of yet. Wayfinding signs have been delivered; permits are received. They will be installed as soon as the spring thaw allows.

New Business - None

Other Business

Future Meeting Date – It will need to be set after the April organizational meeting; tentative date of May 14. Possibly do a CDA “field study” at a future meeting.

Adjournment – Hendrickson made a motion to adjourn; seconded by Parkin. Motion carried.
Adjourned 7:10 PM.

By: *April Little, Village Administrator*