

Minutes of **Community Development Authority (CDA)**

Meeting Held **Tuesday, May 14, 2013**

At 6:00 p.m. 24 W. Main Street, Belleville WI 53508

Called to order at 6 PM.

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

Visitors – Jeff Sarbacker

A. Approval of Minutes from Previous Meeting – *Young made a motion to approve; seconded by Kazmar. Motion carried.*

B. Priority Projects for 2013

1. Downtown / Street Beautification Projects

- a. **Shed Behind 17 W. Main Street** – the Bank of Belleville plans to proceed with the purchase of the shed, environmental phase 1 study and tear down (with the exception of the concrete pad). They will then talk to the Village about costs, possible transfer/donation to the Village etc.
 - b. **Proposal from Bellebrooke Properties III for 15 N. Vine Street** – Jim Peters is wanting to sell the “old EMS” building. It is not so much a blighted building, but is a building in a wrong place as it is right on the riverfront. Rick Francois may be willing to purchase the building and/or explore a partnership with the Village. It was decided to take no action until after speaking with him.
 - c. **Side Lot at J&M’s / Façade Improvement Grant** – Jeff Sarbacker is proposing installing a fence, landscaping, bench and bicycle parking in front of the empty lot at J&M’s, which has been somewhat of an eyesore. It is possible the business would pursue using the side yard in the future, behind the fence. The proposed fence has been reviewed by the zoning inspector and no problems are foreseen. *Kazmar made a motion to move forward with a grant to J&M’s not to exceed \$5000; seconded by Young. Motion carried.* The grant is a matching grant.
2. **Railroad Corridor (TIF 5)** – Little: We will meet again with Landmark on May 31. After a long conversation with Ehlers, it was decided it was premature to bring them to CDA to run numbers. Instead, it would be best to find an end user for the property. Little has spoken with a couple potentially interested parties and will keep checking in with them. We haven’t had much luck finding financial assistance for the project so far, including for the relocation of Landmark.
 3. **River Walk / Connecting Trail – From New Bridge to Badger State Trail; DNR Grant**
 - a. **Approval of Task Order for Wetland Delineation with Corre, Inc.** – *Hendrickson made a motion to proceed with Corre Inc. in the amount of \$3830 for the wetland delineation study; seconded by Kazmar. Motion carried.* This is the first step of the project, which will be helpful for starting the cleanup of an

unattractive area of the downtown (and make the nearby area more attractive to developers).

- b. **Future PARC Grant?** Little explained that she discussed the possibility of applying for a 2014 PARC grant with Dane County. It was not advised to apply for the 2013 round as the Village still has a PARC grant open (for the pedestrian bridge and Community Park improvements). This could be a good way to offset the Village's match. It was decided to proceed with planning regardless for the project at this point. Two schedule scenarios were presented. Major construction would not be until 2014.
4. **Signage – Entrance & Existing** – Mike O'Connor offered to help re-landscape and build the bases while Phil Duerst offered to repaint the existing signs.
5. **Revolving Loan Fund** – Draft application comments were received from Parkin and Hendrickson; Anna Schramke will give them a final review and solicit comments on the proposed changes.
6. **CDA “Field Trip” (Depot)** – In the interest of time, we will try to schedule this for the June meeting.

C. New Business – None.

D. Other Business: Future Meeting Date – Tuesday, June 11 at 5:30 PM.

*Adjournment – Parkin made a motion to adjourn; seconded by Kazmar. Motion carried.
Adjourned 7:40 PM.*

By April Little, Executive Director