

MINUTES FROM COMMUNITY DEVELOPMENT AUTHORITY

August 28, 2017

Present: Kjell Erlandsson; Fran Martin, Bill Streeter, Marla Wishau, Bob Bradley, Lee Wishau, Dave Gobis

Also Present: Martha Hutsick for the Douglas Avenue Business District

1. Meeting was called to by Fran Martin at 5:01 p.m. at the Caledonia Village Hall meeting room.
2. Approval of Minutes from July 11, 2017. Motion to approve Dave Gobis; Second by Kjell Erlandsson. Motion Carried.
3. Use of Caledonia Website by Douglas Avenue Business District and other website use – No businesses have any authorization into the Caledonia Website in any way. Local businesses were contacted and asked to send in a business profile page. Martha Hutsick and Marla Wishau have access to enter this information and nothing else. There is a built in restriction with the login we have. The businesses were given the option to mail the information to Marla Wishau or e-mail it to and e-mail set up just for this business correspondence. Marla and Martha have the password to this e-mail. Marla checks the e-mails once per week and updates, enters or posts events in response to the e-mails received. Martha is currently entering all Caledonia businesses that did not submit a profile based from a Dunn and Bradstreet list provided by Kari. In 2018, Martha and Marla will once again get an updated Dunn and Bradstreet list from Kari, and send letters to those who have not submitted a profile page yet. We will also remove any businesses that are no longer in business.
4. Budget request from the Douglas Avenue Business District – Martha Hutsick requested \$10,500 from the Village for the 2018 CDA budget for the Douglas Avenue Business District, including the hope that additional businesses would want the planters, and \$ 225 towards the maintenance of the planter after the first year. After discussion of what would be funded with this money, it was suggested that the Douglas Avenue Businesses who purchased planters in 2017 should not get 100% payment of maintenance of the planters, but pay a set amount per planter annually. Also, Visioning a Greater Racine would also be requesting money from the 2018 Caledonia budget. Their presentation would probably not be until October, and that is a bit late for budget planning. A special CDA budget meeting was set for September 12, 2018 at which time these requests will be considered.
5. Douglas Avenue median safety issues from the DOT meeting – Marla stated the response from the State DOT provided two options. She thought the Village Engineer could provide cost estimates for the two options. The state made it clear there would not be money available. Depending on the estimates, the CDA could make a recommendation to the board for any capital consideration in Road Improvements for 2018. Lee stated that long term improvements should include a 4-lane Douglas Avenue to the County Line Road. Bob stated that Foxconn is taking quite a bit of time and staffing in Engineering is shorthanded at this time, we might not get estimates in time for budget 2018. Marla suggested an account be set up and some capital funding be put in the 2018 Village budget to get us a start, even if we have to farm out the engineering estimate.

Bill Streeter commented that the committee was looking for a solution to the closed median problem for businesses north of Aurora and south of the Middle road intersection and the DOT had indicated they were going to assist us to that end. Fran Martin had said she would work with Tony Bunkleman to prepare a reply to Stacy, the Safety engineer involved, we would ask if they could assist us with a solution and cost estimates, which was our intention of the meeting, not worry about the grant at this time. Tony had said he would be happy to assist Fran with this.
6. CDA role with Foxconn – The Foxconn announcement will come after Labor Day. The project could be in Racine or Kenosha and has State and Local support. CDA should “save space” for future plans as we see what and where Foxconn could develop. More will be discussed in future meetings.
7. Improved Village / Developer communications. Lee and Marla showed the handout currently used by the Engineering department and a rough draft of what more of a checklist might look like. The CDA liked the checklist format. Lee and Marla were asked to meet with Tony to draft a checklist of steps for developers, and then meet with Jim Keeker to do the same with residential development projects. The goal is to provide clear guidance to the commercial and residential developers so they do not have a moving target. Once the steps in the process are met, everyone moves to the next step. Lee and Marla can report progress at the next meeting.

8. Caledonia Zip Code – This is the e-mail Marla received from Tom Christensen: “Information requested by USPS was provided to them earlier this month. They needed to know from each of the municipalities who also shared the zip codes that they did not have a problem with us calling ourselves Caledonia. (Mainly because people in the surrounding municipalities could get mail errantly addressed to Caledonia, and USPS wants to make sure they are okay with that.) As I said that info was forwarded; I'll wait a couple more weeks, then follow up to see where they are in the process. Thanks, Tom”
9. New Business –Correspondence received about Nicholson Wildlife area would be researched and possibly put on next agenda
10. Meeting adjourned 6:00 p.m. Motion made by Kjell Erlandsson Seconded by William Streeter. Motion Carried.

Respectfully submitted by Marla Wishau