

MINUTES FROM COMMUNITY DEVELOPMENT AUTHORITY
February 26, 2018

Present: Kjell Erlandsson; Fran Martin, Lee Wishau, Marla Wishau, Jim Dobbs,

Absent: Bill Streeter, Dave Gobis

Also Present: Robert Richardson, David Prott, Kevin Wangaard, Kathy Trentadue, Martha Hutsick

1. Meeting was called to order by Fran Martin at 5:00 p.m. at the Caledonia Village Hall meeting room.
2. Approval of Minutes from January 22, 2018. Motion to approve Lee Wishau; Second by Kjell Erlandsson. Motion Carried
3. Meeting focus was on how Mount Pleasants CDA operated. Robert Richard, Mount Pleasants CDA President, was there to talk about how they work, especially in light of the recent Foxconn development agreement.

Rob Richardson wanted it to be clear that this conversation with Caledonia was to share ideas and give us an idea of other CDA operating procedures, not to push any ideas on to us. Fran asked Rob to address the committee to let our committee know how other CDAs operated, and to let us see possibilities of what we might focus on and how we might improve and serve Caledonia better.

Rob Richardson has been involved with the CDA for over 8 years and in that time there has been quite an evolution and clarification to what the role of the CDA is to Mount Pleasant. Rob felt when he started with the CDA there was a dysfunctional situation, where projects had to fit in a formula to present to the board at a public meeting, and because the board was involved so late in the process, there was confusion, people were angry and the process was uncomfortable and unproductive.

They looked for a change in the process and about 6 years ago they incorporated these changes. RCEDC and/or planning staff have developers come in. The developer has an outline and no one spends a lot of time with development until a joint meeting with the developer and RCEDC and /or planning staff, CDA and the board. Together, they review a list and hash it out. Everyone hears the same thing at the same time. Some things go to a second meeting, but some don't. There is a determination made by all parties involved whether the project is worth doing and if there is support, incentives, and if there should/could be worthwhile negotiations in future meetings.

The benefits are:

Everyone hears the same thing

This is early in the process and no one is wasting time on development that won't be supported

Developers get a good sense of community and Village support

Meeting with everyone there saves time and money

In this process there is no filtering and the board is involved from the start

This process saves legal fees

Draft development agreements are prepared by a lawyer, and are reviewed and voted on. Bigger projects are separate from planning process. Projects are brought to planning if it looks like it will be approved, they they can be up to speed and drive the next phase of it.

As far as the Village organization chart, there are staff positions Director of Planning and a Planner 1. The Chairman is over CDA and Planning. There is a selection process for CDA members. The makeup of the CDA is an important key to success. Mount Pleasant has several x-county employees who were in Information Systems and Planning, and a water specialist, construction manager and Wispark manager. Planning works on master plans and the CDA works out incentives for things like infrastructure (roads/water/sewer/etc.) while looking out for the tax payer. Police and Fire also have input to the development so the agreement and incentives miss nothing, and are complete the first time so the developer is very clear on requirements. As the process moves along, the developer is very clear on what needs to be done to get occupancy.

There is an All Hands Meeting where Fire, Police, Planning, Engineering, Building, Sewer and Water attend to set and review the conditions.

Above all, the CDA strives for consistency between developments and notes this is a crucial part. Though each project may be very different, the CDA must insure that no developer is favored, or no president is set that would be difficult to live with in the future or difficult to defend to previous developers.

Rob summarized that the function of the Mount Pleasant CDA is to get involved with development when there is a request for incentives. If no incentives are available, the development may or may not continue. Rob felt there is a goal to use TIDs for infrastructure so the taxpayer is not paying for these improvements. He also saw growing jobs and responsible building growth (spec buildings) as important to the community.

4. Meeting adjourned 6:05 p.m. Motion made by Fran Martin, Seconded by Marla Wishau. Motion Carried.

Respectfully submitted by Marla Wishau

Process for comparison of Caledonia Land Use Plan (outdated) to 2035 SEWRPC Land Use Plan (currently being updated to new 2050 plan)

Assignments:

Johnson Park and Franksville sections (2&3)	Rural and County Lots sections(4&5) Kjell
Tabor Woods and East Side sections (6&9)	Douglas Ave section (7) Dave
I94 section (8) Planning Commission	Ordinance Research / Gathering - Marla
Ordinance Review - Marla	Survey -Marla)

Objectives for those **comparing sections of the Caledonia Land Use Plan to the SEWRPC 2035 plan:**

1. Note outdated information within the Caledonia Land Use plan and highlight in ORANGE
2. Note differences between Caledonia Land Use plan and 2035 SEWRPC Plan and highlight in YELLOW. These differences might be zoning, sewer/water areas, etc.
3. Note any questions or concerns within either plan that you have with a GREEN highlighter
4. Put any notes on a separate piece of paper
5. Some sections might have multiple colors, so highlight with single thin line

Objectives for those **reviewing current ordinances** related to land use – zoning/conditional use/ development , etc.

1. Print out the current ordinance
2. File the ordinance in a folder in ordinance number order
3. Review each ordinance, highlight any questions in BLUE

Objectives for **decision making** so the **2035 SEWRPC plan is updated** to include everything that is important from the Caledonia Land Use plan and will be incorporated to the updated 2050 Caledonia section of the SEWRPC Racine County Land Use Plan

1. Section by Section discussion of differences, dated materials and questions.
 - a. Adjust the SEWRPC plan to include anything that is not there from the Caledonia Land Use plan that is not there and should be
 - b. Answer the questions and make changes to the SEWRPC plan if needed
 - c. Present to full board for discussion / adoption
 - d. Communication with SEWRPC to get changes incorporated to the 2050 Caledonia portion of the SEWRPC County Land Use Plan

Objective for **decision making** so the **Ordinances** are current and clear, additional ordinances are created if necessary, ordinances are removed if necessary.

1. Present CDA committee list of every ordinance that exists, changes proposed, additional ordinances recommended deletion of ordinances if needed.
 - a. Review and discuss the ordinances, make required changes
 - b. Work with Legislative committee for assistance and guidance
 - c. Present to full board for discussion / adoption

Dear CDA Members,

I am ill and won't be able to attend the meeting tonight. Here is my report.

The Caledonia Douglas Avenue Business Association is moving along on our Spring Flower Pot program and revisions to our Food and Drink Guide and Informational Brochure. To move ahead with our pot program we decided to delete the signs and planters at the entrance to Caledonia on the Southwest corner of Douglas Avenue and 3 Mile Road because our budget was restricted by the CDA to \$5000.00 The CDA previously had expressed an interest in pursuing this program to include more entrances to Caledonia. An estimate for the 2 big pots that now adorn the opposite corner as the entrance to Racine, Mileager's has given us an estimate of \$1325. Mileager's would be willing to work with the CDA, Payne and Dolan, or any group who would like take on this program.

I have been absorbing the function of what a treasurer of an organization would do and have recommended that our group elect a Treasurer. I have met with Larry B. several times to understand the CDA line item in the Village of Caledonia Budget. The Caledonia Douglas Avenue Business Association and the proposed Franksville Business Association are all included in this one line item which cannot be segregated out. Larry has been very helpful in explaining this all to me. He did say that no one told him of the separate groups which would be accessing this line item. This is not my job. I feel that some official from the Village should be communicating with him about the groups that will access this line item. I also recommend that the CDA itself elect a Treasurer.

Thank you,
Martha Hutsick