

MINUTES FROM COMMUNITY DEVELOPMENT AUTHORITY
July 24, 2019

Present: Bill Streeter, Kjell Erlandsson, Jeremy Hinds, Dave Gobis, and Trustee Fran Martin

Also Present: Martha Hutsick (Liaison), Sue Brucker owner of Mocha Lisa (Secretary), and Lori Jensen owner of Northshore Animal Hospital (President) – CDABA; Development Director Pete Wagner, and Public Works Director Tom Lazcano

Absent: Marla Wishau and Jim Dobbs were excused.

1. **Meeting called to order:** Meeting was called to order by Bill Streeter at 5:00 p.m. at the Caledonia Village Hall west meeting room.
2. **Approval of minutes from the June 25, 2019 meeting:** Motion made to approve minutes from June 25, 2019 CDA meeting by Fran Martin, second by Kjell Erlandsson. Motion carried.
3. **Blight Ordinance – Pete Wagner Update of July 11th staff meeting:** Wagner stated that he hosted an inter-department meeting on July 11th as discussed at the previous meeting. He explained that he has been collecting input through emailed lists and phone calls from members of the CDA, the Village Board, residents, etc. There are forty-three cases so far, approximately eleven to twelve homeowners have been notified about junk/inoperable vehicles on their property. The property owners were given a September 2nd deadline to remove cars that are in violation. The plan is to do two car sweeps per year to locate any violations and confirm if cases were resolved. Labor Day and Memorial Day are the perspective dates in which they hope to coordinate these sweeps. He stated that there will need to be a continuity of the sweeps before residents understand that this is a regular part of enforcement. The inter-department staff meetings will meet on a monthly basis for now so that there can be a constant communication and update on this process. There is a new Engineer/Zoning Technician on staff who will be assisting Wagner on these matters and has already done a few inspections. The Brass Rail property is planned to be demoed in forty-five – sixty days. There is an additional parcel to the north (The Bergman property) that is also planned to be razed, but there is not a timeline on that. He stated that there has been progress made, and is continuing to work towards bringing this to fruition but explained that this is a slow moving process and was not something that could be completed in three to six months.

Erlandsson questioned if he was able to still submit a list of properties in question to Wagner, and Wagner stated that he is open to being sent input at any time. Right now he is focusing on the big issues on the current list of forty-three violators, and can't cover the entire list all at once. This is because of the lack the resources, and the resources that are available are new. Currently, there is not exterior property maintenance code to be enforced unless the junk in the yard is posing a health risk to the safety and welfare of the public at which time the Police Department can step in. Trustee Martin understood that junk cars could be removed, but questioned stuff in the yard such as couches, and how those items would be addressed. Wagner explained that is when the property maintenance code would be enforced. There was discussion on what the Health Department would and would not enforce. The Health Department won't investigate unless the case is extreme because of their own limited resources (IE a child being covered in rodent bites). There was further discussion regarding the future implementation of an exterior property maintenance code. Johns Disposal could be called for junk items that are being left out in the front of yards/curb side to see if there has been any attempt to have the items picked up as a "special pick up". Wagner spoke of incorporating language in the proposed Ordinance that would address pods, dumpsters, and temporary car ports that are being left in residents' driveways as permanent fixtures or instituting a permit that can be obtained for lengthier projects. This Ordinance will be worked on in tandem with the Legislative & Licensing Committee. There was discussion regarding building sites and following through with development, currently the gas station "Casey's" has been held up for 6 months and the lot is still essentially vacant. Streeter questioned if nothing was done was it considered a blighted property because of the overgrown weeds and aesthetic of the area. Wagner explained that it is not, but if they applied for an extension it could be granted with a condition of having to do some site preparation

within a certain deadline. There was further discussion regarding the site.

4. **Douglas Avenue Business Association – Martha Hutsick:** Hutsick read a written report she had prepared: “Our business representative Patrice Sebastian, attends the Monday meetings with the DOT, Payne and Dolan, and Rachel Anderoli from DeVor Communications. The Hwy 31/32 project is moving along without any major problems. Today, preceding this meeting, the plans for the Hwy 32 segment were presented at the Village Hall. Directional sheets for businesses to hand out to their suppliers and delivery people will be provided as was done for Phase I. Phase II will include new box culverts at Harvest Lane and Matthew Drive intersections with Hwy 32. Our flower pot program has been successful. This shows that the Village of Caledonia, in partnership with local businesses, recognizes the importance of beautification for those living, working and entering our access corridor of Hwy 32.”

At the previous meeting there were questions about the budget; CDABA President Jensen and Secretary Brecker were present to answer any questions in regards to finances being received from the CDA. There was discussion at the previous meeting if the CDA will finance the flower pot program. In 2017 when the project was started it was proposed that the owners of the businesses pay for the flower pots themselves at \$225.00 per pot and then they would own the pots out right. The first ten participants would receive maintenance assistance from the Village through the CDA at a cost of \$875.00 per year for two flower pots. The following year it was divided, so only the first year the Village took on the entire cost of the maintenance. Currently the program has somewhat plateaued, there are some businesses who have expressed interest in getting flower pots for next year. Secretary Brecker spoke more about the budget for these pots and expressed wanting to see bills for this program from the Village to help keep track of finances within this budget. Secretary Brecker stated she would be reaching out to the Finance Director Kathy Kasper to obtain this information. Trustee Martin spoke about the last meeting’s discussion of outside businesses wanting pots too and relayed that they’ve decided to not extend the program outside of the corridor. Hutsick spoke about the budget for next year; she would need to submit a budget proposal by August in preparation for the CDA budget meeting that will be held in September.

5. **Signage (report from Marla Wishau)**
 - a. **Status of Sign Fabrication**
 - b. **Status of Grant**

Streeter read a written correspondence from Wishau: “Hi Bill, this is what you can tell the Committee about progress on the sign. I told Steve we could meet the first week in August. Still waiting to hear about the Grant (from WE Energies). Tom has been on leave, and I will check with others to see if they know about the Grant progress.” This was as of the 19th, and there has been no update since.

6. **Thank you note to City of Racine for putting Caledonia Welcomes You on the back of their sign:** No update, and will check at next month’s meeting to see if a Thank You went to the City of Racine for putting Caledonia Welcomes You on the back of their sign on Douglas Avenue and Three Mile Road. Streeter will be contacting Christensen for an update.

7. **New Business:** None

8. **Adjourn:** Motion made to adjourn at 5:39 p.m. by Trustee Martin. Seconded by Jeremy Hinds.

Respectfully submitted by Joslyn Hoeffert, Deputy Clerk.