

**COMMUNITY DEVELOPMENT AUTHORITY (CDA) MEETING**  
**Wednesday, August 26, 2020 at 4:00 p.m.**  
**Caledonia Village Hall – 5043 Chester Lane**

**THIS WILL NOT BE AN IN-PERSON MEETING**

**AUDIO & VIDEO CONFERENCE VIA ZOOM**  
**ACCESS VIA DIAL-IN NUMBER IS: 1-(312) 626-6799; ACCESS CODE IS: 861 6434 2816**OR  
**ACCESS VIA ONE-TOUCH TELEPHONE IS: +16465588656,, 86164342816**OR  
**ACCESS VIA INTERNET IS: <https://us02web.zoom.us/j/86164342816>**

1. Meeting called to order
2. Approval of minutes from the July 22, 2020 meeting.
3. Blight Ordinance and Enforcement – Pete Wagner
4. Douglas Avenue Business Association – Martha Hutsick
5. Update on Land Use Plan Committee – Fran Martin
6. Signage – Marla Wishau
7. Treasurers Report
8. New Business- the role of the CDA- Jim Dobbs
9. Adjourn

Dated August 21, 2020

Karie Pope  
Village Clerk

Only Community Development Authority members are expected to attend. However, attendance by all Board members (including non-members of the CDA) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

**Community Development Authority (CDA) Meeting Minutes  
July 22, 2020 Zoom Meeting**

Committee Members Present: William Streeter, Dave Gobis, Fran Martin, Kjell Erlandsson, Jim Dobbs, Pete Wagner.

Others in Attendance: Helena Dowd

Not Attending: Marla Wishau

1) Meeting called to order

Zoom meeting called to order by William Streeter at 4:05 p.m.

2) Approval of minutes from the June 24, 2020 meeting.

Motion to approve by Streeter

Seconded by Fran Martin

Approved unanimously

3) Blight Ordinance and Enforcement – Pete Wagner

Wagner said he was pleasantly surprised there are 31 open cases as he was expecting the number to be up around 50 or 60 cases at this point. There are likely a lot more violations out there, but the ones staff has been working on are taking some time. Referred to the summary report for the month and said there has been some success in closing cases.

Wagner discussed the problem property at 6121 Hwy 31. Village attorney Tyler Helsel had sent a letter to the owner stating if she does not schedule a site inspection to allow Village staff to inspect the property, a special inspection warrant will be requested. The inspection is tentatively scheduled for August 4. Staff from the Departments of Zoning, Engineering and Building Inspection, along with police officers and a legal representative plan to inspect the site together to assess the condition of the property and document any violations. Staff will then inform the owner of the violations on the property, including known problems and new ones found during the inspection. The owner will be advised to expect a letter with a deadline to comply. That may help her realize the village is serious about bringing the property into compliance, which may persuade her to comply with Village code. He said it likely will take months to gain compliance to bring the site to a satisfactory condition. Responding to Martin's questions about how the Village will proceed after the inspection, Wagner explained that each of the departments will address the violations that fall under its jurisdiction. All staff present at the inspection will be able to testify, should the matter go to court.

Erlandsson asked about the property on the northwest corner of STH 31 and 5 Mile Road (6034 STH 31), where there are numerous stacks of firewood about 5 feet tall throughout the south portion of the parcel. There is a wooden structure holding bundles of firewood near the entrance to the property with a "For Sale," sign on it. Staff will send a letter informing the owner about the rules for home-based businesses, advising that outdoor storage of materials for a home business are prohibited by code.

Streeter asked about the process of code enforcement action on junk vehicles. Wagner said Zoning staff notify the Police Department of all junk vehicle complaints. He will contact staff at the PD to learn more about their process.

4) Douglas Avenue Business Association

Not present – the group did not meet in July

5) Update on Land Use Plan Committee – Fran Martin

Martin said that what's going on now at STH 31 and 4 Mile Road (proposed medical clinic) illustrates her frustration about this whole process (new development). She wishes the CDA had been allowed to keep going on

Land Use Plan because that corner is one of the areas they would have looked at. The land use committee was formed in February, which turned out to be bad timing because Covid-19 threw everything into disarray with respect to the committee. Wagner was to head the committee and his time has been taken up by running all Zoom meetings for the Village. He was also recently named Parks Director and is taking over those duties. Martin would like to convene the committee, even if Pete can't attend. There are things members can do that would be promising, she said, adding she has ideas she said would be helpful for STH 32 and has been talking to people about them. She would like the CDA to be involved in looking at former Kmart site as it can be defined as a blighted property, which falls under the CDA.

Ordinary retail isn't going to come back in any robust way, Martin predicted, so the Village needs to look at alternative uses for the property that would enhance the Douglas area corridor rather than "hollowing it out, which we seem to be doing." In particular, we would talk about Douglas Ave., STH 31 and also the I-94 corridor. Pressure has been on I-94 area, she said, so the group would first focus its efforts on Douglas Ave. For I-94, she would like the group to work on refining the ordinances that define what can and cannot be done within the different zoning categories in an effort to preserve those elements that are the most lucrative to the Village,

6) Signage – Marla Wisla

The contract to go forward with We Energies was signed by Tom Christensen and they're waiting for action.

7) Treasurers Report – Kjell Erlandsson

No spending for the month

8) New Business

Dobbs said the CDA is short two members and discussion ensued about attracting candidates for the positions. Martin said there's a problem with recruiting members that should be brought to the Village Board. When the Board decided in January that CDA could not look at Land Use Plan the members got a list of what the CDA can't do but they don't know what we can do. She asked that an item be brought to the Board asked for a description of what the CDA can do. Overseeing the blight ordinance shouldn't be the only thing it does, she said. She has been hesitant to approach prospective new members because she doesn't have an answer to the question of what CDA members do.

9) Adjourn

Adjourn 5:00 p.m.

Motion to adjourn by Streeter

Seconded by Fran Martin

Meeting adjourned

Respectfully submitted by Helena Dowd