

**LEGISLATIVE/LICENSING COMMITTEE MEETING**

**CALEDONIA VILLAGE HALL**

**5043 CHESTER LANE, RACINE, WI 53402**

**Monday November 9, 2020**

**1. Call to Order**

Trustee Wanggaard called the meeting to order at 4:30 p.m. In attendance were:

**Committee Members:** Trustee Wanggaard and Trustee Prott. Also present was President Dobbs and Trustee Martin (arrived at 4:33 p.m.).

**Absent:** None.

**Staff/Others Present:** Administrator Tom Christensen, Chief Richard Roeder (arrived at 4:33 p.m.), BC Jeff Henningfeld, Planning Director Peter Wagner, William Streeter and Attorney Tyler Helsel.

**2. Approval of minutes**

Trustee Prott motioned to approve the minutes as printed from October 12, 2020. Trustee Wanggaard seconded. Motion carried unanimously.

**3. Title 5 Public Safety, Sec. 5-2-2(a) Adoption of State and National Codes**

BC Henningfeld explained that the codes are being updated to current standards. They have not been updated in almost 60 years. The updates include authorization of a third party to perform some of the Village fire code inspections.

Motion by Trustee Prott to approve Title 5 Public Safety, Sec. 5-2-2(a) Adoption of State and National Codes and forward to the Village Board for consideration and approval. Trustee Wanggaard seconded. Motion carried unanimously.

**4. Discussion on the role of the CDA and Review Resolution 2006-07**

Trustee Wanggaard thought it was critical to discuss the CDA role and an updated Resolution so that the Authority can operate under more direction. He spoke of blighted properties in the Village and having the CDA continue to focus on blight because he felt it is a critical function of the CDA. Trustee Prott recalled a blight conversation and the process in which residents call in to report blight and a possible method to tracking the complaints. He wondered what methodologies are being used for how they are being reported, and if the Authority ever investigated a policy in how these complaints are being recorded to see if they have been resolved. Trustee Martin stated that Wagner is implementing the Caselle software and code enforcement module. Wagner thought we may need more staff to follow up on code enforcement, but we do have the infrastructure to case manage blighted properties in the Village and be able to pull a timeline for any inquiry on the property. Trustee Martin thought the system is already in place and the computerized version will further improve this process and may not be well suited for the CDA anymore.

Wanggaard suggested keeping contact with business owners in the Village and how the Village may be able to help these businesses. Wagner spoke of HUD grants that could be applied for and possibly utilized for help with blighted properties either through rehabilitation or razing. The CDA could review these grant applications and could be working towards blight in a different context by administering outreach to various residents, businesses

or organizations. There are façade improvement plans available for businesses as well. Streeter spoke of the CDA working as a project-based group and needs to operate on a project basis and not administrative duties. Streeter spoke of working with the Caledonia Douglas Avenue Business Association (CDABA). Trustee Martin has already been forwarding information to the CDABA regarding COVID related funding and grants available. Marla Wishau has had some experience with grant writing and Trustee Martin will reach out to her for some insight. Trustee Prott wondered if something posted on the website could direct businesses to Trustee Martin as a contact as to explore these grants. He thought it would be welcoming to the community and would go a long way.

Trustee Wanggaard thought we should focus on the businesses struggling in Caledonia, and that the CDA could focus on how we may be able to position ourselves to be more of an assistance. If that takes more of a budget, then that is something the Village Board may need to consider. Trustee Wanggaard also wondered if the CDA could create a brochure to highlight our community, resources available and even current events occurring in the Village. The CDABA has a brochure and is something the CDA could focus on for the Village in a similar fashion. Trustee Martin spoke of Wind Point having a newspaper and the CDA could do something similar. Streeter thought the Village needed to focus on the quality of the roads and thought money needed to be budgeted so the roads are safe and attractive. Trustee Martin thought the Village should be looking into things like tipping fees that may be able to support the funding of these infrastructure issues.

Trustee Prott motioned for the Resolution to be updated for the CDA to focus on marketing, grants, continued blight and signage; and realizing that every project is going to be a continuation in some shape or form. Trustee Wanggaard seconded. Motion carried unanimously.

## **5. Adjournment**

There being no further business, Motion by Trustee Prott to adjourn the meeting at 5:45 p.m. Trustee Wanggaard seconded. Motion carried unanimously.

Respectfully submitted,

Joslyn Hoeffert  
Deputy Village Clerk