

COMMUNITY DEVELOPMENT AUTHORITY (CDA) MEETING
Wednesday June 22, 2022 at 4:00 p.m.
Caledonia Village Hall – 5043 Chester Lane

- 1) Meeting Called to Order
- 2) Approval of Minutes from May 25, 2022 Meeting
- 3) Blight Quarterly update- Peter
Flow chart, Compliance software, Priorities
- 4) Real Racine/RCEDC agreement
- 5) Caledonia Identity Branding/Marketing next steps- Lee et. al.
- 6) Check List- Residential/Commercial update- Lee
- 7) CDA Budget update- Peter
- 8) Communication and new Business
- 9) Adjourn

Dated June 17, 2022

Joslyn Hoeffert
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.



CDA Minutes

COMMUNITY DEVELOPMENT AUTHORITY (CDA) MEETING

Wednesday May 25, 2022 at 4:00 p.m.

Caledonia Village Hall – 5043 Chester Lane

Committee Members Present: William Streeter, Dave Gobis, Jacob Lovdahl, Marla Wishau, David Haertle

Guests: Kathy Kasper, Elaine Ekes, Lee Wishau, Lt. Gary Larsen

Absent: Jim Dobbs, Fran Martin

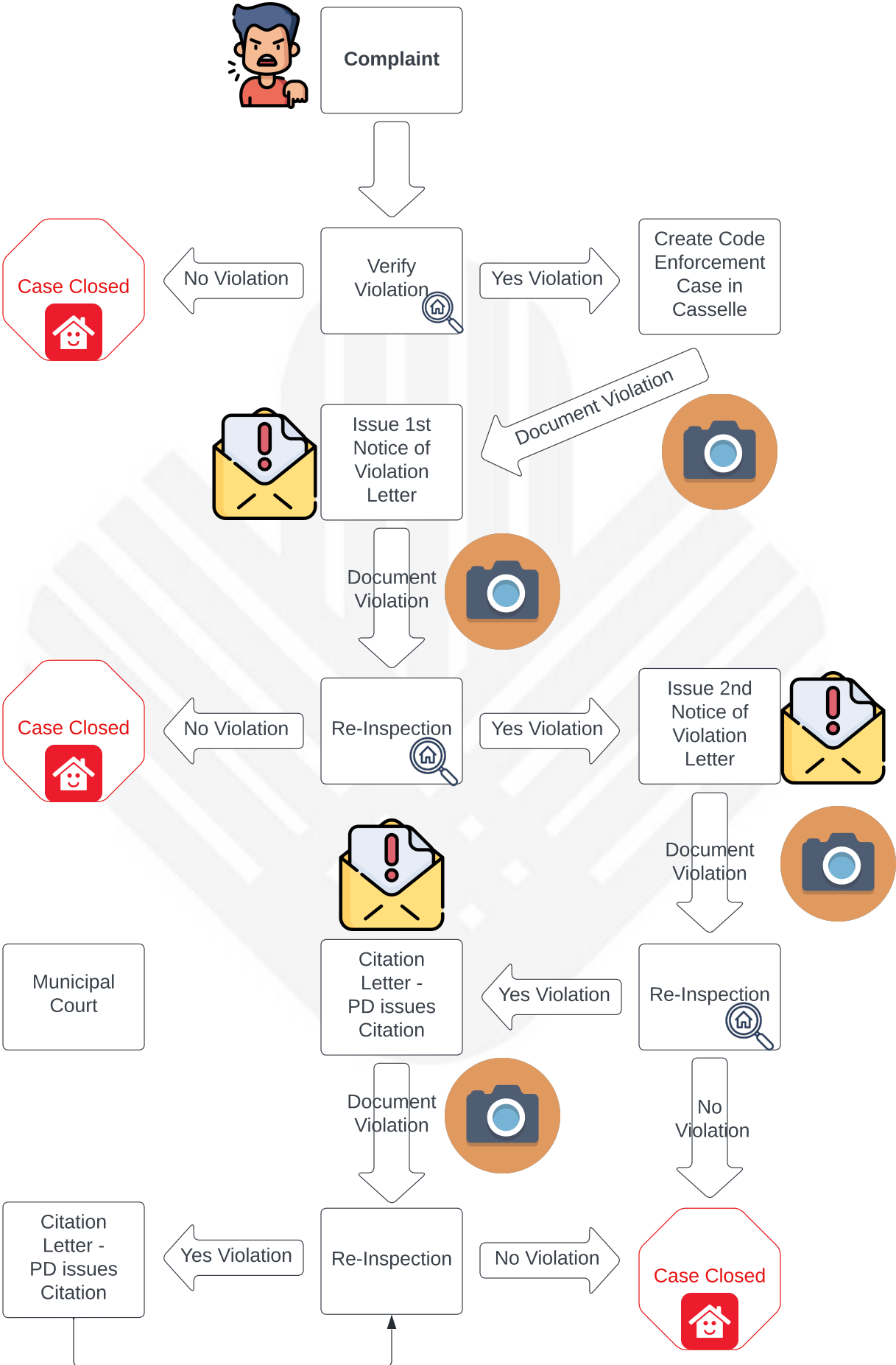
1. **Meeting called to order by Chairman William Streeter at 4:00**
2. **Minutes** of April 22, 2022, motion for approval by Dave Haertle second by **Jake Lovedahl, approved unanimously.**
3. **Blight Update-** Village Attorney Elaine Ekes and CPD Lt. Larsen discussed ordinance enforcement and the associated cost. There is no funding mechanism for legal costs associated with litigation needed to enforce ordinances. CDA has insufficient funds and the 2022 budget is already pledged. Lee Wishau inquired to Kathy Kasper about the property at 32&31 and whether any interest was shown. Those funds were pledged to be returned to the CDA budget upon sale. Kathy said there was interest but it was pending on several unrelated issues. Gobis commented that the property was in somewhat disarray and some action could be taken to make it more marketable. Lee and Kathy will discuss ordinance funding issues with the Board.

The CDA would like to see monthly printouts of blight complaints. Helena previously prepared a newsletter type format with highlights. The CDA would like to see the bigger picture. There was also discussion of software. CDA had authorized the purchase of a blight enforcement and code compliance module. It was determined by staff that the module was inadequate but CDA was not informed and the software was not purchased. The CDA would like to see improved complaint activity reporting.

4. **Caledonia Real Racine-** A notice terminating the existing contract has been submitted. Further discussion will occur once RCEDC and Real Racine takes place. Money received after termination will be escrowed until a forward direction is decided.
5. **Branding,** Lee Wishau will delay any further discussion on branding until after the RCEDC and Real Racine meeting.

6. **Checklist for Residential/Commercial Development**, The list is still being vetted
7. **Treasures Report**, Marla is unable to report as the records are in control of Pete Wagner. Marla motions that Pete Wagner take over reporting responsibilities. Second by Dave Haertle
8. **Communications and New Business**: None reported
9. **Adjournment**- Motion to adjourn made by Jake Lovdahl and seconded by Dave Haertle at 6:00 PM, passed unanimous
10. **Next meeting June 22, 2022 4PM Village Hall**

Code Enforcement Flow Chart



PURPOSE

To list the steps in the Zoning Code Enforcement process.

PROCESS

1. Receive a complaint about or observe a Zoning violation.
2. Conduct a site inspection and document with pictures.
3. Enter the case into Caselle Code Violations software and save pictures in department folder.
4. If the condition violates a Village Code, create a Notice of Violation with a deadline to bring the site into compliance.
5. Send the notice via US Mail to the owner at the address listed in the Racine County Tax Roll.
6. If the owner is not the occupant, may mail a copy of the notice to, "Current Resident," at the property address.
7. Schedule a re-inspection.
8. The property owner may contact staff. If owner states will cooperate with cleanup, and needs more time, grant an extension to the agreed upon date.
9. On or after the deadline, conduct a site inspection and take pictures to document conditions.
10. If violations still exist, send a second Notice of Violation with a new deadline.
11. Update case in Caselle. If violation has been abated, close case.
12. Re-inspect the site after the second deadline.
13. If violation still exists, prepare a memo for Caledonia PD to issue a ticket.

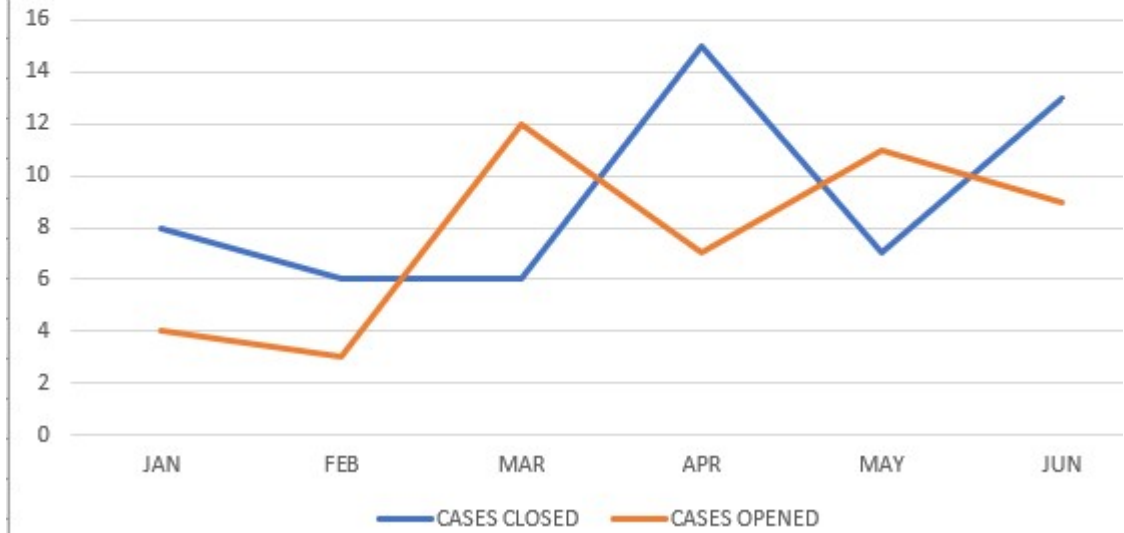
PRIORITIES

While not the type of priorities CDA members may be looking for, deciding on priorities is a big part of the daily work. Priority cases include new complaints, and any observed debris that poses a risk to health, safety or the environment. These include, mattresses, box springs, dressers and other furniture; tires; and debris in the road right-of-way. Conducting re-inspections and sending second notices after the compliance deadline are prioritized.

Working with property owners, advising them of what items are a violation, and extending deadlines if progress has been made should be a priority because it is in the Village's best interest if the owner makes the property compliant. This scenario saves money on staff time, court costs and the cost of the owner meeting with the Village attorney regarding a ticket.

	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
CASES CLOSED	8	6	6	15	7	13	55
CASES OPENED	4	3	12	7	11	9	46

CASES OPENED & CLOSED BY MONTH 2022



Report Criteria:

Violation.Resolution date is null

Property Address	Primary Owner	Code	Violation Date	Update
6121 STH 31	KIM LAPOINT	Accessory Uses 16-11	08/27/2019	ONGOING
6156 DOUGLAS AVE	RICHARD KONECKO	Accessory Uses 16-11	07/06/2020	PERMIT NEEDED
2522 ST RITAS RD	HERBERT KRUPP JR	Accessory Uses 16-11	04/01/2021	FIELD OBSERVATION
3109 5 MILE RD	TY A STEINMETZ	Accessory Uses 16-11	04/20/2021	PROGRESS MADE
3147 STH 31	MARC A SILVERMAN	Accessory Uses 16-11	07/20/2021	LETTER SENT
10116 4 MILE RD	EVERARDO G DAVALOS	Accessory Uses 16-11	11/05/2021	PROGRESS MADE
7833 FOLEY RD	WILLIAM VALADEZ	Accessory Uses 16-11	12/21/2021	CITATION ISSUED
3626 VERMONT ST	MICHAEL L ERICKSON	Accessory Uses 16-11	05/05/2022	FIELD OBSERVATION
6008 FAYETTE DR	ADAM J SCHNEIDER	Accessory Uses 16-11	06/08/2022	LETTER SENT
6014 FAYETTE DR	JONATHAN M MARKING	Accessory Uses 16-11	06/08/2022	LETTER SENT
Total Accessory Uses 16-11:			10	
8700 FOLEY RD	SHERYL LEE FORS	Land use	05/04/2020	ONGOING
7915 USH 41	BCM ESTATES LLC	Land use	07/06/2020	ONGOING
7952 USH 41	KIDANGAYIL, INC.	Land use	05/04/2021	PERMIT NEEDED
8544 NICHOLSON RD	GERALD J ENGELBART	Land use	06/04/2021	FIELD OBSERVATION
9824 4 MILE RD	GORGONIO CRUZ-AGUILAR	Land use	03/04/2022	LETTER SENT
2650 4 1/2 MILE RD	BUISSE TRUST CHARLES H & HELEN M	Land use	05/20/2022	COMPLAINT
6618 CTH G	ABSOLUTE LAND GROUP LLP	Land use	05/24/2022	LETTER SENT
Total Land use:			7	
6121 STH 31	KIM LAPOINT	Parking	08/27/2019	ONGOING
6845 DOUGLAS AVE	JAMES T GARDNER	Parking	08/24/2020	CITATION ISSUED
7024 DOUGLAS AVE	LEONARD M MUCHOWICZ	Parking	11/23/2020	CITATION ISSUED
3109 5 MILE RD	TY A STEINMETZ	Parking	04/20/2021	PROGRESS MADE
2318 BROADLEAF DR	VIRGINIA CURTS	Parking	04/22/2021	2ND NOTICE SENT
8614 NICHOLSON RD	GERALD J ENGELBART	Parking	06/07/2021	FIELD OBSERVATION
445 CRAMFORD DR	LOUIS & DONNA MOORE	Parking	09/23/2021	LETTER SENT
13413 BELL RD	KENNETH F SMALL	Parking	01/17/2022	PROGRESS MADE
4652 CHARLES ST	ALBERTO JANUCHOWSKI	Parking	03/16/2022	LETTER SENT
1323 JOHNSON AVE	SCOTT M HOTTOVY	Parking	03/16/2022	LETTER SENT
7049 DOUGLAS AVE	JAMES A LOWE	Parking	04/08/2022	FIELD OBSERVATION
4917 CHARLES ST	GARY WALVOORD	Parking	04/20/2022	LETTER SENT
2746 NORTHBRIDGE DR	CRAIG R LARSON	Parking	04/29/2022	2ND NOTICE SENT
6407 DOUGLAS AVE	JAVIER SANCHEZ	Parking	05/24/2022	LETTER SENT
3210 YORKTOWN ST	JEAN W COUPE	Parking	05/24/2022	LETTER SENT
2328 SUNRISE RD	LYNN M VANDEHEI	Parking	05/26/2022	CITATION ISSUED
7801 5 MILE RD; 7803 5 MILE RD	SHIRLEY A PUTIRSKIS	Parking	06/08/2022	COMPLAINT
Total Parking:			17	
6121 STH 31	KIM LAPOINT	Property Exterior Maintenance	08/27/2019	ONGOING
3925 NEWMAN N RD	ANTHONY HAMMER	Property Exterior Maintenance	05/12/2020	PROGRESS MADE
6845 DOUGLAS AVE	JAMES T GARDNER	Property Exterior Maintenance	08/24/2020	CITATION ISSUED
7024 DOUGLAS AVE	LEONARD M MUCHOWICZ	Property Exterior Maintenance	11/23/2020	CITATION ISSUED
10547 CADDY LN	STEPHEN E FRANKIEWICZ	Property Exterior Maintenance	04/01/2021	2ND NOTICE SENT
2514 ST RITAS RD	DUANE E FINK	Property Exterior Maintenance	04/01/2021	FIELD OBSERVATION
2522 ST RITAS RD	HERBERT KRUPP JR	Property Exterior Maintenance	04/01/2021	FIELD OBSERVATION
2518 ST RITAS RD	HERBERT KRUPP JR	Property Exterior Maintenance	04/01/2021	FIELD OBSERVATION
3426 IVY LN	JACQUELINE R ZIMINSKI	Property Exterior Maintenance	04/16/2021	MONITOR SITE
3109 5 MILE RD	TY A STEINMETZ	Property Exterior Maintenance	04/20/2021	PROGRESS MADE
2318 BROADLEAF DR	VIRGINIA CURTS	Property Exterior Maintenance	04/22/2021	2ND NOTICE SENT
7223 DOUGLAS AVE	ROSALAND M SIKES	Property Exterior Maintenance	04/26/2021	FIELD OBSERVATION
5413 CTH V	GARY L DE CHECK	Property Exterior Maintenance	07/20/2021	FIELD OBSERVATION
7041 DOUGLAS AVE	JASON M DAHL	Property Exterior Maintenance	08/11/2021	FIELD OBSERVATION
445 CRAMFORD DR	LOUIS & DONNA MOORE	Property Exterior Maintenance	09/23/2021	LETTER SENT

Property Address	Primary Owner	Code	Violation Date	Update
10116 4 MILE RD	EVERARDO G DAVALOS	Property Exterior Maintenance	11/05/2021	PROGRESS MADE
905 4 MILE RD	KENNETH F JERZY JR	Property Exterior Maintenance	11/19/2021	2ND NOTICE SENT
3617 STH 31	JAMES F DAVIES	Property Exterior Maintenance	11/30/2021	FIELD OBSERVATION
7833 FOLEY RD	WILLIAM VALADEZ	Property Exterior Maintenance	12/21/2021	CITATION ISSUED
13413 BELL RD	KENNETH F SMALL	Property Exterior Maintenance	01/17/2022	PROGRESS MADE
4652 CHARLES ST	ALBERTO JANUCHOWSKI	Property Exterior Maintenance	03/16/2022	LETTER SENT
9824 4 MILE RD	CHASES'S CROSSINGS LLC	Property Exterior Maintenance	04/25/2022	COMPLAINT
2746 NORTHBRIDGE DR	CRAIG R LARSON	Property Exterior Maintenance	04/29/2022	2ND NOTICE SENT
6607 COUNTY LINE RD	SCOTT WILLIAMS & BRANDY LEE MILL	Property Exterior Maintenance	05/13/2022	LETTER SENT
1838 JOHNSON AVE	PHOEBE L BROWN	Property Exterior Maintenance	05/20/2022	LETTER SENT
6407 DOUGLAS AVE	JAVIER SANCHEZ	Property Exterior Maintenance	05/24/2022	LETTER SENT
6711 NOVAK RD	DARWIN W CHENTNIK	Property Exterior Maintenance	05/24/2022	LETTER SENT
2935 BLUE JAY CT	JUSTINE N KUCIK	Property Exterior Maintenance	05/26/2022	LETTER SENT
3402 STH 31	SHELLEY DOLF	Property Exterior Maintenance	06/01/2022	LETTER SENT
4848 WEDGEWOOD DR	BRIAN E FRY SR	Property Exterior Maintenance	06/01/2022	LETTER SENT
6781 BOBOLINK RD	CRAIG D LANGE	Property Exterior Maintenance	06/03/2022	LETTER SENT
8722 NORTHWESTERN AVE	RAUL DELEON	Property Exterior Maintenance	06/03/2022	REFERRED TO OTHER
3900 NORTH LN	NICHOLAS J RICCIARDI	Property Exterior Maintenance	06/14/2022	
Total Property Exterior Maintenance:			33	
Grand Totals:			67	

Date: 6/1/2022
Time: 8:49 AM

Payne & Dolan Inc

Page 1 of 1

Payee Number: 111390
Payee Name: VILLAGE OF CALEDONIA

Payment Number: 01067734
Settlement Date: 6/3/2022

Invoice Number	Inv Date	Remark	Gross	Discount	Payment
1208838	5/17/2022	340	7,240.00		7,240.00
Totals:			7,240.00		7,240.00

If you have questions regarding this payment, please send an email to: AccountsPayable@crmanagement.com