



**CITY OF BURLINGTON
COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES
Tuesday, March 1, 2016 at 5:30 p.m.
224 E. Jefferson Street**

1. CALL TO ORDER

Chairman Bil Scherrer called the meeting of the Community Development Authority to order at 5:30 p.m.

2. ROLL CALL

The following commissioners were in attendance: Alderman Bob Grandi, Tom Wiemer, Chuck Rule, and Jim Spiegelhoff. Excused: Mayor Bob Miller, Jack Eckola

Also in attendance: Director of Administrative Services Megan Watkins, Attorney John Bjelajac, Racine County Economic Development Center Business Finance Manager Carolyn Engel, Tom Stelling and Bill Stone of CORE Upgrades, LLC, and Shad Branen of WIN Properties, LLC.

3. APPROVAL OF MINUTES FROM FEBRUARY 2, 2016

A motion to approve the minutes from February 2, 2016 was made by Alderman Grandi with a second by Commissioner Rule. With all in favor, the motion carried.

4. CITIZEN COMMENTS

There were no citizen comments.

5. TOPIC: Review and Consideration of Resolution 115, “A Resolution to authorize a \$140,000 Revolving Loan Fund to WIN Properties, LLC.”

A motion was made by Alderman Grandi, with a second by Commissioner Wiemer to approve Resolution 115.

Roll call Aye: Scherrer, Grandi, Rule, Spiegelhoff and Wiemer. Nay: None.

With all in favor, the motion carried 5-0.

6. TOPIC: Review and consideration of Resolution Number 116, “A Resolution approving the acceptance of an Offer to Sell Real Property to Burlington Core Upgrades II, LLC”

A motion was made by Commissioner Spiegelhoff, with a second by Commissioner Rule to approve Resolution 116.

Roll call Aye: Scherrer, Grandi, Rule, Spiegelhoff and Wiemer. Nay: None.

With all in favor, the motion carried 5-0.

7. **TOPIC:** Discussion regarding the request for developer proposals of the vacant lot located on the corner of East Chestnut and Dodge Street.

Attorney Bjelajac explained the document before them was drafted as a good effort on the city's part to make other realtors and developers aware of the available property and to see if there is interest from other parties. Bjelajac further stated that this is not a listing contract, but more of a direct mailing effort seeking others who might be potentially interested in talking to the City further about the property. Bjelajac directed the board to make a motion to approve the draft, if so desired.

A motion was made by Alderman Grandi, with a second by Commissioner Weimer to approve the draft for a Request for Proposals for vacant property located on the corner of East Chestnut and Dodge Street.

With all in favor, the motion carried 5-0

8. **ADJOURNMENT**

Chairman Bil Scherrer adjourned the meeting at 5:59 p.m.

Recording Secretary
Diahn C. Halbach
Burlington City Clerk