



**CITY OF BURLINGTON
COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES
Tuesday, October 4, 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: Chairman Bil Scherrer, Mayor Jeannie Hefty, Alderman Bob Grandi, Commissioner Jack Eckola, Commissioner Chuck Rule, Commissioner Tom Wiemer and Commissioner Jim Spiegelhoff

Also in attendance: Budget Officer/Treasurer Steve DeQuaker, Attorney John Bjelajac

3. APPROVAL OF MINUTES FROM SEPTEMBER 6, 2016

A motion to approve the minutes from September 6, 2016 was made by Commissioner Rule with a second by Commissioner Wiemer. With all in favor, the motion carried.

4. CITIZEN COMMENTS

There were no citizen comments.

5. TOPIC: Discussion regarding the Original Offer to Sell Purchase Price of \$70,000 to Burlington Core Upgrades II, LLC for 249 E. Chestnut St. (former Milo property) and 261 E. Chestnut St. (former Redi-Bake property) located at the corner of Dodge Street and Chestnut Street.

Attorney Bjelajac explained that there was a discrepancy of understanding between the City and Burlington Core regarding the “Offer to Sell” for the vacant property. Bjelajac stated that the City’s understanding was that the City would credit Burlington Core for \$54,800 and Burlington Core would give the CDA a check in the amount of \$15,200. If remediation costs exceeded \$54,800 then the City and Burlington Core would split the remaining \$15,200 50/50 until costs reached \$70,000. If costs exceeded \$70,000, then Burlington Core would be responsible for all additional costs. If remediation costs were below the estimated \$54,800, Burlington Core would return any unused credits. The misunderstanding was discovered during a staff meeting with Tom Stelling and William Stone.

Tom Stelling explained that if the cost to remediate exceeds \$54,800, then Burlington Core and the City would share the additional cost until the City has spent the remaining \$15,200 and capped out at \$70,000.

Alderman Grandi stated that he did not have problem with this agreement and suggested that the City just go ahead and credit Burlington Core for the full \$70,000 and whatever credit isn't used, would be returned. There was no return comment on Grandi's suggestion, however all other Commissioners were in agreement with the Offer to Purchase presented before them.

Bjelajac stated that a motion was not needed and that he would draft a new agreement and schedule another CDA meeting to review when ready.

6. ADJOURNMENT

Commissioner Eckola motioned to adjourn. Commissioner Spiegelhoff second the motion. The meeting was adjourned at 5:47 p.m.

Recording Secretary
Diahn C. Halbach
Burlington City Clerk