



**MINUTES
COMMUNITY DEVELOPMENT AUTHORITY
MEETING
Virtual/Teleconference
September 15, 2020 at 8:00 AM**

Committee Members Present:

Gary DeJager
Derek Drews (left at 9:00 a.m.)
Mayor Julie Nickel
Jill Vanderkin
Nancy Vanderkin (left at 9:02 a.m.)
Sue VandeBerg (left at 8:57 a.m.)
Cassandra VerHage

Staff Present:

Kathy Schlieve Administrator
Sarah Van Buren Community & Economic Development Coordinator
Dan VandeZande (arrived at 8:06 a.m.) City Attorney

CALL TO ORDER

Mayor Nickel called the virtual and teleconference meeting of the Community Development Authority to order at 8:03 a.m.

ROLL CALL OF BOARD MEMBERS

Roll call and quorum determined

PUBLIC COMMENT

None.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS

- 1. Approval August 18, 2020 Community Development Authority Minutes**
A motion to approve the August 18, 2020 minutes was made by Ms. N. Vanderkin and seconded by Mr. DeJager, passing unanimously.
- 2. Approval of August 2020 Financial Statement**
A motion to approve the August Financial Statement was made by Ms. J. Vanderkin and seconded by Mr. Drews, passing unanimously.

DISCUSSION ITEMS

- 3. CDA Visioning Session**
Ms. Van Buren facilitated a session with CDA members to brainstorm ideas as to what improvements should occur in the district and then go through the prioritization process of those ideas.
- 4. Administrator Report**
Administrator Schlieve provided the following update:
 - During the September CDA meeting, a visioning session will be held to help develop a framework for the future. A summary of this will be brought to a future BID meeting but BID members are also invited to participate.
 - Earlier this year, the Council approved a facilities study that identified priorities for the City, specifically the senior center. The group identified a potential location for a new facility but the option for the location no longer exists. The Facilities Advisory Committee will be meeting soon to discuss other potential opportunities for the senior center.
 - The banners have been installed and furnishings are being finalized. Next year's priorities for implementing the streetscaping plan will focus on planer designs, greenspace enhancements, and wayfaring signage.
 - On the tourism front, the City is anticipating an 80% drop in revenues and it is expected to carry over into

2021. This puts an additional strain on the City's budget. At the same time, we need to build upon tourism efforts. The improvements the historical society has made to the Carnegie building will be an additional asset to the downtown.

- Prior to COVID, staff was working with UW-Extension Fond du Lac County to bring entrepreneurship training to the community. As a new date is determined, more information will be passed along.
- Start-Up Wisconsin week is November 8-11, 2020. During the week, many different programming opportunities will be available throughout the region. Staff is working with the Venture Center at Fox Valley Technical College to bring programming specifically geared toward entrepreneurs ages 50+
- Staff will be working on an affordable housing resolution to carry over TIF 1 an additional year.
- Development of the 2021 continues.

FUTURE MEETINGS AND GATHERINGS

5. Possible Future Agenda Items

- a. 2021 CDA Budget Update

6. Next Schedule Meeting

- a. The next scheduled meeting will be October 20, 2020 at 8:00 a.m.

ADJOURNMENT

The motion to adjourn was made by Ms. VerHage and seconded by Ms. J. Vanderkin, passing unanimously. The meeting adjourned at 9:12 a.m.