

VIRTUAL REGULAR MEETING – COMMUNITY DEVELOPMENT AUTHORITY – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – September 15, 2021

CALL TO ORDER/ROLL CALL

Virtual Meeting called to order at 4:35 p.m. by Jon Fischer, presiding officer.

COMMISSIONERS PRESENT: Brad Gehring, Greg Hartjes, Jason Van Eperen, John Weber, and Jon Fischer

EXCUSED: Doug Brauer

STAFF: Mike Patza, Community Development Director; Julie Wahlen, Finance Director; and Angie Cain, Town Clerk, Lindsey Kemnitz, Town Planner

OTHERS: 2 virtual

APPROVAL OF AGENDA/ORDER OF THE DAY

Motion (Gehring/Hartjes) to approve agenda. Motion carried.

APPROVAL OF MINUTES – May 26, 2021

Motion (Hartjes/Weber) to approve the minutes. Motion carried.

PUBLIC INPUT – There was no public input.

EXECUTIVE DIRECTOR'S REPORT

Dir. Patza provided an update on behalf of Adam Ligocki. They held events 31 out of 33 weekends. They are transitioning to practices during the week and basketball camps on the weekend. They will be showcasing hockey events on the main rink. They have been keeping capacity at 25 percent. They are tracking the COVID numbers and will respond as new information comes out. He introduced Lindsey Kemnitz as Town Planner. The next virtual meeting will be held on January 26, 2022 and webex invitations will be sent out.

Matt Ten Haken, FCCVB, explained that August and September are the slowest times of the year. They will start to ramp back up in October. They had a really good year to date and they have been having multiple options for events on weekends. He attended an event and found many are interested in the Champion Center. He is working with Adam on setting the future schedule.

Approve and authorize release of ownership and execution of documents allowing the Community Development Authority to release interest in property that is subject to a Lease, an Assignment of Lease and Rents, and a Mortgage and Security Agreements (Community First Champion Center). CDA Action: Approve and authorize release of ownership and execution of documents via roll call vote.

Dir. Patza explained that they are going through the process to split off three different lots from the CDA property. This memorializes the process. This will be brought to Town Board and Sanitary District 3 for approval.

Motion (Hartjes/Gehring) to approve and authorize release of ownership and execution of documents allowing the CDA to release interest in property that is subject to a Lease, an Assignment of Lease and Rents, and a Mortgage and Security Agreements via roll call vote: Gehring – yes, Hartjes – yes, Weber – yes, Van Eperen – yes, and Fischer – yes. Motion carried.

Accept May 2021, June 2021 and July 2021 Investments Reports and Budget Statements. CDA Action: Accept reports and place on file via voice vote.

Dir. Wahlen explained the room tax revenue for the CDA was higher for the second quarter in 2021 than the second quarter in 2019. She explained there was not a lot of activity.

Motion (Hartjes/Gehring) to accept investment and budget reports. Motion carried.

Proposed renovations and repurposing of space for ticketing and admissions for the Community First
Campion Center. (Informational item only, no CDA action required)

Dir. Patza explained the need for a change in the ticketing window due to crowding and congestion. They were going to use either available grants or use funds through the facility. There will be some change to signage after this is complete.

Adjournment.

Motion (Hartjes/Gehring) to adjourn. Motion carried.

Meeting adjourned at 4:52 p.m.

These minutes were taken at a regular meeting held on September 15, 2021 and entered in this record book, September 16, 2021 by:

Angie Cain

Angie Cain, Town Clerk
Community Development Authority Recording Secretary
Approved: 1/26/2022