

VILLAGE OF COTTAGE GROVE
COMMUNITY DEVELOPMENT AUTHORITY
Monday, March 12, 2018

MINUTES

1. **Call to order** – meeting was called to order by Williams at 5:33 p.m.
2. **Determination of quorum and that the agenda was properly posted** – It was confirmed that a quorum was present and the meeting was properly posted. In attendance were Mick Conrad, John Williams, John Hogan, and Mike Millage. Jim Ahearn, Mike Elder and Jerrud Rossing were absent and excused. Also in attendance were Village Administrator Matt Giese, Planning Director Erin Ruth, Village Clerk Lisa Kalata and Kyle Adams from Ruedebusch.
3. **PUBLIC APPEARANCES** – None
4. **Discuss and consider approval of minutes of the February 12, 2018 CDA meeting.**
Motion by Conrad to approve the minutes of the February 12, 2018 CDA meeting, seconded by Millage. **Motion** carried with a voice vote of 4-0-0.
5. **Discuss and consider providing direction to staff regarding the creation of one or more TIF districts on Cottage Grove Road.**
Ruth explained the staff report and highlighted the potential projects within each TIF. The cost for creation of TIF#8 and TIF#9 would be \$25,400 of which \$20,700 could be reallocated from budgeted funds for TIF#10 (Northlands projects), however this would leave \$4,650 unbudgeted. There was much discussion on the potential that the new TID's would have on Cottage Grove Road and the potential to draw businesses that match the vision of the Comprehensive Plan. **Motion** by Conrad to recommend to the Village Board moving forward with the creation of proposed TID #10 as provided in the 2018 budget, and reallocating funds in 2018 budget for an urban service area amendment, annexation, and site certification toward the creation of TID #8 and TID #9, and with the allocation of up to an additional \$5,000 toward the creation of TID #8 and TID #9, seconded by Hogan. **Motion** carried with a voice vote of 4-0-0.
6. **Discuss and consider directing staff to revise Village TIF Guidelines.**
Ruth explained the staff report and explained the current guidelines are fairly general, which was done intentionally to allow more flexibility. Ruth explained that another alternative to amending the guidelines would be to provide additional detail in individual TIF project plans to customize desired outcomes in each district. Conrad commented that his purpose was so that staff would have some structure or guidelines to follow, so they can advise the potential business whether this would be something the board would consider or not. Millage indicated that more detail would be helpful for staff and could we add examples of what projects would fit within each district? Ruth agreed that it is a balance between detail and too much detail with the potential to jeopardize development. **Motion** by Hogan to direct staff to continue to work on the guidelines for each TIF district, seconded by Millage. **Motion** carried with a voice vote of 4-0-0.
7. **Comments from committee members**
Conrad indicated that we may need to look at the impact of growth, and if growth is paying for itself.

8. Future agenda items

Investigate capital cost of growth

Impact fees

Guidelines for TIF

9. Adjournment

Motion by Hogan to adjourn at 6:52 p.m., seconded by Millage. Motion carried with a voice vote of 4-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: April 9, 2018

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.