

**MINUTES ARE NOT OFFICIAL UNTIL APPROVED AT SUBSEQUENT MEETING**

**Village of New Glarus  
Community Development Authority (CDA)  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
April 30, 2018 – Minutes**

The meeting was called to order at 6:31 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lori Rodefeld, Carol Hassemer, Anthony Edge, Dave Wyttenbach, and Mark Janowiak. Also present: Village Administrator Bryan Gadow.

Announcement: All cell phones shall remain off during the meeting.

Agenda: Motion by Mark Janowiak to approve the agenda, second by Dave Wyttenbach. Motion carried.

Approval of Minutes from 3/26/18: Motion by Anthony Edge to approve the 3/26/18 minutes, second by Dave Wyttenbach. Motion carried.

Discussion on Façade Improvement Grant Application for 511 1<sup>st</sup> Street: Administrator Gadow provided an update on a potential Façade Improvement Grant program application for Mosher & Associates at 511 1<sup>st</sup> Street. He noted that a formal application has not yet received, but that he understands it would be for Swiss-themed improvements to the exterior façade of the building. Administrator Gadow noted that Mr. Mosher is working with an architect to develop a plan set, and will appear before the Swiss Design Committee in May for review and approval of the plan set. The members stated that the potential project would be a good utilization of the façade improvement grant program.

Update/General Discussion on Business Retention and Expansion Program: Administrator Gadow provided an update on BRE visits by Committee members. The Committee members updated the visit schedule. Greg Thoemke suggested that Staff draft a follow-up letter offer one additional opportunity to meet with a CDA member, and failing that a reminder that the CDA and Village Staff are available to ask at a more convenient time.

Economic Development Update: Administrator Gadow provided an update the New Glarus Brewing Company freezer project at the former Brennan's building; the Village's selection to host a "Small Community Forum" on August 22<sup>nd</sup>; a potential new industrial use for a building in the Backtown area; an update on the Library building project; and the Valle Tell Phase II potential project. Greg Thoemke provided an update on the Fest Haus project, noting that Mr. Randy Draeger is intending to open in July. The Committee also discussed the new photo studio and fitness center to be located adjacent to Village Hall, and the potential "pop-up" retail space at the former Citizen's Bank building.

Adjournment: Motion by Anthony Edge to adjourn the meeting, second by Carol Hassemer. Motion carried. The meeting adjourned at 7:13 p.m.

Minutes taken by Bryan Gadow, Village Administrator

**Village of New Glarus  
Community Development Authority (CDA)  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
March 26, 2018 – Minutes**

The meeting was called to order at 6:31 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lori Rodefeld, Anthony Edge, Mark Janowiak. Also present: Village Administrator Bryan Gadow.

Announcement: All cell phones shall remain off during the meeting.

Agenda: Motion by Mark Janowiak to approve the agenda, second by Lori Rodefeld. Motion carried.

Approval of Minutes from 1/29/18: Motion by Anthony Edge to approve the 1/29/18 minutes, second by Mark Janowiak. Motion carried.

Discussion/Recommendation on Façade Improvement Grant Application for 506 1<sup>st</sup> Street (S'Wisco Taphaus): Administrator Gadow updated that group that he had a discussion with one of the new owners of S'Wisco Taphaus about the potential for a façade improvement grant to install a new awning above the front entrance. He indicated that the owners had received one bid for the work, and was working on getting another bid. Anthony Edge asked for confirmation that the Village's contribution to a façade improvement grant was not to exceed fifty percent (50%) of the total project cost, with an applicant fifty percent (50%) financial match. Administrator Gadow concurred, noting maximum awards could not exceed \$5000.00 per property. Greg Thoemke indicated that he supported moving the request forward in the interim, while the 2<sup>nd</sup> bid was gathered. He made a motion that the CDA tentatively recommend approval of a Façade Improvement Grant of five hundred dollars (\$500.00), and if the bids for the total project came back higher than \$1000.00, then the owners could pursue one of two options: 1) bring back the request to the CDA for further discussion; or 2) S'Wisco Taphaus could accept the \$500.00 grant from the Village and pay any difference in cost without further CDA consideration. Lori Rodefeld seconded the motion. Motion carried.

Update/General Discussion on Business Retention and Expansion Program: Administrator Gadow provided an update on BRE visits by Committee members. The Committee members updated the visit schedule.

General Discussion on Tax Increment Finance (TIF) Policy/Handbook: Administrator Gadow provided an overview of the draft TIF Handbook noting the definition of certain terms and conditions under which projects are eligible for TIF. He noted that he has conducted colleagues for feedback on lessons learned with use of a TIF handbook. The CDA members indicated the draft was on the right direction, and that it would be tentatively scheduled for Village Board review at a future meeting.

Economic Development Update: Administrator Gadow provided an update the New Glarus Brewing Company expansion projects; the receipt of a state grant for the 2<sup>nd</sup> St Historic District National Register Nomination; and the UniverCity program (with UW-Madison students coming to Green County to assist with projects). Greg Thoemke provided an update on the Lumberyard project and the winery at Hwy 39. The Committee also discussed the new photo studio and fitness center to be located adjacent to Village Hall, and the potential "pop-up" retail space at the former Citizen's Bank building.

Adjournment: Motion by Anthony Edge to adjourn the meeting, second by Lori Rodefeld. Motion carried. The meeting adjourned at 7:16 p.m.

Minutes taken by Bryan Gadow, Village Administrator

**Village of New Glarus  
Community Development Authority (CDA)  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
January 29, 2018 – Minutes - DRAFT**

The meeting was called to order at 6:31 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lori Rodefeld, Anthony Edge, Mark Janowiak, and Dave Wytttenbach. Also present: Village Administrator Bryan Gadow.

Announcement: All cell phones shall remain off during the meeting.

Agenda: Motion by Anthony Edge to approve the agenda, second by Mark Janowiak. Motion carried.

Approval of Minutes from 11/27/17: Motion by Dave Wytttenbach to approve the 11/27/17 minutes, second by Anthony Edge. Motion carried.

Update/General Discussion on Business Retention and Expansion Program: Administrator Gadow provided an update on BRE visits by Committee members. The Committee members updated the visit schedule.

General Discussion on Tax Increment Finance (TIF) Policy/Handbook: Administrator Gadow provided an overview of the TIF Handbook project, noting that it would provide clear directions from the CDA/Village Board on how the Village will or will not utilize TIF prior to a developer submitting a request. Dave Wytttenbach noted his desire to assist commercial manufacturing versus commercial retail, in the context of the “but for” test. Mark Janowiak asked Staff to research any mistakes to avoid that other communities have experienced. Anthony Edge noted that Paul Jadin (Madison Area Regional Partnership) discussed a few situations like that in the October 2017 Economic Development 101 session. Lori Rodefled asked about the Green County Development Corporation/Monroe project that has not yet moved forward. Mark Janowiak asked if there were set market or population thresholds for certain business types to locate within a community. Administrator Gadow stated he would research that question and provide a draft of the TIF handbook for CDA review at a future meeting.

Economic Development Update: Administrator Gadow provided an update on the February 27<sup>th</sup> Façade Improvement Workshop, the potential for New Glarus to host a Small Communities Forum in Summer 2018, his upcoming lobbying effort for the State Historic Tax Credit program, and improving communication and coordination among the CDA and Historic Preservation Committee (HPC) on projects of mutual interest. The Committee also discussed available parcels for rent, the potential for additional fitness space, and an update on the Flannery’s project.

Adjournment: Motion by Mark Janowiak to adjourn the meeting, second by Anthony Edge. Motion carried. The meeting adjourned at 7:06 p.m.

Minutes taken by Bryan Gadow, Village Administrator

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