



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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COMMUNITY DEVELOPMENT AUTHORITY AGENDA

Wednesday, May 14, 2025 at 6:00 PM

MEETING MINUTES

- 1) Call to order
Marc Schellpfeffer called the meeting to order at 6:00 PM. Members present were Todd Fritz, Ben Vondra, Marc Schellpfeffer, Andy Baber, Barb Case & Heidi Kopras. Ryan Czyzewski was absent. Also present were Kristin Fish-Peterson, Village Administrator, Nic Owen & Office Assistant/Deputy Clerk, Katie Jelle.
- 2) Consent Agenda
There were no questions or comments regarding the information provided. Motion by Kopras to approve the Minutes & Consent Agenda. Seconded by Fritz.
 - a. Consideration of April 9, 2025 Meeting Minutes
 - b. Economic Development Director's report
 - c. Mount Horeb Area School District report
 - d. Mount Horeb Area Chamber of Commerce Report
- 3) Agenda Items
 - a. Supportive Housing Partnership with JT Klein
Representatives from JT Klein Inc. presented an introduction to a Supportive Housing Partnership. JT Klein specializes in Market Rate & Affordable Housing. JT Klein has prepared an application to the Affordable Housing Program through the Federal Home Loan Bank of Chicago to support the redevelopment project at the Karakahl site.
 - b. Recommendation of Residential Improvement Grant Applications
Owen presented the 3 applications that were received this month. Per Owen, if the 3 applications are approved it will be about \$1,000 over the budget amount. Owen recommended that all members were in favor of approving the applications, he will ask the Village Board to fund the extra \$1,000.

1. John and Amy Lee, 308 Forest Street
Applicant is planning to replace their roof. 2 estimates were included. Fritz motioned to approve. Case seconded. All in favor.
 2. Heidi Clayton, 202 N 4th Street
Application is to replace exterior landscaping, a retaining wall & walkway. They will also add plants to the landscaping. Baber motioned to approve. Fritz seconded. All in favor.
 3. Jacqueline Sale, 411 N 4th Street
Owen presented the application to do exterior painting on the house & shed. The application was complete with 2 quotes. Case motioned to approve. Koprass seconded. All in favor.
- c. Recommendation: Facade Improvement Grant Application Tyler Marks, 100 S 1st Street
Owen presented the application. The renovations will include exterior painting & signage. He will replace the awnings on Main Street. The application was complete and eligible for the grant. The awning is awaiting approval from the Planning Commission.
Vondra motioned to approve with contingency of Plan Commission approval. Baber seconded. All in favor.
- d. Review of TIF 6 Project Plan
Fish-Peterson presented the TIF 6 plan. The district will be 2 parcels including the former Karakahl site & the vacant lot to the west. The project cost could include infrastructure, street scraping & site improvements, environmental studies & remediation, development incentives, planning, promotion & development, real estate inspections, acquisition, vacating & relocation for public works & other eligible projects.
The estimated project costs & expenditures will be Utilities, Incentives to Developers, Contribution to the CDA, Financing Costs & Administration. Costs are all estimates.
There will be a public hearing at the Plan Commission meeting near the end of July and then go to the Village Board for approval.
- e. Review of Code of Ethics
Schellpfeffer asked the members to review the Code of Ethics and to reach out to Nic Owen if they have a question or are uncomfortable with a situation.
- 4) Meeting adjournment.
Case motioned to adjourn at 6:51 PM. Fritz seconded.