



VILLAGE OF MOUNT HOREB

E. Main Street

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COMMUNITY DEVELOPMENT AUTHORITY AGENDA

Wednesday, October 9, 2024 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, Ryan Czyzewski, Marc Schellpfeffer and Barb Case (6:20 pm). Absent from the meeting were Andy Baber & Heidi Kopras.
- 2) Consent Agenda
There were no questions or comments regarding the information provided. Motion by Czyzewski to approve the Minutes & Consent Agenda, second by Fritz. Motion carried.
 - a. Consideration of September 11, 2024 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. Residential Improvement Program Application, 304 N Third Street, Jake and Janet Sale
Owen explained the Residential Improvement Program Application for 304 N 3rd Street. Applicants are applying to replace a failing asphalt driveway with concrete. The project application was complete & thorough. Application meets all requirements. Czyzewski motioned to approve the application up to the allowed amount of \$4900. Vondra seconded. Motion carried.
 - b. Review of Lukken Farm RFP
Fish Peterson provided the 1st draft of the Request for Proposal for development of the Lukken Farm for review & discussion. She has suggested that proposal submission deadline be 3/3/2025. Czyzewski would like to add a pre-bid conference. Schellpfeffer agreed that it should be mandatory. The Village Board has approved 5 acres to be designated

for Affordable Housing. Much discussion followed regarding where the affordable housing should be and where the designated recreation/parkland should be. Vondra asked if there would be commercial zoned areas. Owen said there is potential for small-scale commercial areas.

Czyzewski would like members from the Village Staff, Village Board and the CDA to be part of the Review Committee.

Discussion continued regarding the specifics of what will be asked from developers for their proposals.

c. Downtown Redevelopment Plan Update

Owen updated the CDA on the Downtown Redevelopment Plan. He stated that he is working on coordinating a meeting with the DNR. He said that Parks & Rec is talking about Grandma Fosters Park & wanting to update the equipment. He would like the CDA to work with Parks & Rec to coordinate efforts with them once he has met with the DNR.

d. Business Improvement District Update

Fish-Peterson reported that she and Rachel from the Chamber of Commerce are working on drafting a document for a potential Business Improvement District (BID) for the downtown area.

4) Meeting adjournment.

Czyzewski moved to adjourn at 6:56 pm. Case seconded.