



# City of West Allis

## Meeting Minutes

### Community Development Authority

*Gerald C. Matter, Chair*  
*Wayne Clark, Vice-Chair*  
*Karin M. Gale, Donald Nehmer, Michael Suter*  
*Ald. Kevin Haass, Ald. Martin Weigel*  
*Patrick Schloss, Economic Development Executive Director*

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Monday, March 20, 2023

6:00 PM

City Hall, Art Gallery  
7525 W. Greenfield Ave.

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#### SPECIAL MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

**Present** 6 - Ms. Karin M. Gale, Mr. Donald Nehmer, Ald. Kevin Haass, Ald. Martin J. Weigel,  
Mr. Gerald C. Matter, and Michael Suter  
**Excused** 1 - Mr. Wayne Clark

#### Others Attending

Jason Kaczmarek, Finance Director/Comptroller  
Bob Monnat, Mandel Group

#### Staff

Patrick Schloss, Economic Development, Executive Director  
Shaun Mueller, Economic Development, Development Project Manager  
Carson Coffield, Economic Development Specialist

#### C. APPROVAL OF MINUTES

1. [23-0159](#) March 14, 2023

**Attachments:** [March 14, 2023](#)

Ald. Haass moved to approve this matter, Nehmer seconded, motion carried.

#### D. MATTERS FOR DISCUSSION/ACTION

2. [23-0157](#) Notice of Public Hearing seeking public comment and consideration of changes to the Community Development Authority of the City of West Allis' Administrative Plan for the U.S. Department of Housing and Development's (HUD's) Section 8 Housing Choice Voucher (HCV) Program.

**Attachments:** [NOTICE OF PUBLIC HEARING CDA 2023 Admin Plan Changes](#)

Ms. Carrington presented an overview and addressed questions from the Community Development Authority regarding the Public Hearing regarding the changes to the Section 8 Housing Choice Voucher Program Administrative Plan.

3. [23-0158](#) Resolution authorizing the changes to the Community Development Authority of the City of West Allis' Administrative Plan for the U.S. Department of Housing and Development's (HUD's) Section 8 Housing Choice Voucher (HCV) Program.

**Attachments:** [Final Admin Plan Proposed Changes 2023 3-01-23](#)

[CDA Res. 1444 - Changes to Administrative Plan- Section 8 HCV \(3-20-23\)](#)

[CDA Res. 1444 - Changes to Administrative Plan - Section 8 HCV \(3-20-23\) signed](#)

*Discussion between staff and Community Development Authority members took place.*

*Ald. Haass questioned if applicants are able to locate outside of West Allis.*

*Ms. Carrington explained that those on the program need to use a voucher in West Allis for twelve month, and then can transfer out of our municipality.*

**Ald. Haass moved to approve this matter, Suter seconded, motion carried by the following vote:**

**Aye:** 5 - Ms. Gale, Ald. Haass, Ald. Weigel, Mr. Matter, and Suter

**No:** 1 - Mr. Nehmer

4. [23-0182](#) Appointments & Reappointments by Patrick Schloss, Executive Director of the Community Development Authority, of the Resident Advisory Board Members for three-year terms to expire March 20, 2026.

Antonette Brown  
Terell Thomas  
Michelle Anderson  
Jerome Bunker  
Joyce Garyfield  
Todd Groeshchel  
Sandra Rice

**Attachments:** [CDA Res. No. 991 - Creation of a Resident Advisory Board \(RAB\) for the Section 8 Housing Choice Voucher \(HCV\) Program \(5-14-13\)](#)

**Ald. Haass moved to approve this matter, Suter seconded, motion carried.**

5. [23-0198](#) Resolution authorizing the submission of a Capital Catalyst Grant Application to Wisconsin Economic Development Corporation (WEDC) to support economic development efforts to support start-up businesses.

**Attachments:** [CDA Res. 1445 - Capital Catalst Grant Appl - \\$500,000 WEDC \(3-20-23\)](#)

[CDA Res. 1445 - Capital Catalst Grant Appl - \\$500,000 WEDC \(3-20-23\) signed](#)

*Mr. Schloss presented an overview and addressed questions from the Community Development Authority.*

*Mr. Nehmer questioned if this was a grant or a loan from the state and received*

*confirmation that this is a grant from state.*

**Ald. Weigel moved to approve this matter, Ald. Haass seconded, motion carried.**

6. [23-0183](#)

Resolution to approve the Scope of Services submitted by Ramboll Environmental for preparation of Phase 1 Environmental Assessment and consultation with the WDNR for the property located at 52\*\* W. Burnham St. (Former Teledyne property).

**Attachments:** [Ramboll Scope of Service - Phase 1 - ESA - Teledyne \(3-20-23\)](#)  
[CDA Res. 1446 - Ramboll - Phase 1 - Teledyne \\$9,150 \(3-20-23\)](#)  
[CDA Res. 1446 - Ramboll - Phase 1 - Teledyne \\$9,150 \(3-20-23\) signed](#)

*Mr. Schloss presented an overview of this project.*

*Mr. Suter inquired on who owns the site.*

**Ald. Haass moved to approve this matter, Ald. Weigel seconded, motion carried.**

7. [23-0199](#)

Resolution to approve Amendment #4 to the Staging and Grading Temporary Easement Agreement between the Community Development Authority of the City of West Allis and Mandel Development, Inc. Group for the Phase II of The Market development (South of National Avenue "SONA")

**Attachments:** [Amendment 4 Staging and Grading Temporary Easement Agrmnt - \(3-20-23\)](#)  
[CDA Res.1443-Amendment #4 to Mandel Phase II -Access Agreement\(3-20-23\)](#)  
[CDA Res. 1443 - 2023 CDA Resolution Proposed Administrative Plan Change \(3-20-23\) signed](#)

**Ald. Haass moved to approve this matter, Suter seconded, motion carried.**

8. [23-0200](#)

Resolution approving amendments to the Purchase and Sale Agreement and Development Agreement for the sale of land between the Community Development Authority of the City of West Allis and Makers Row QOZB, LLC.

**Attachments:** [CDA Res.1447- Purchase & Sale Agreement-Makers Row QOZB, LLC \(3-20-23\)](#)

*This item was discussed in closed session with no action being taken.*

**This matter was No action taken.**

*At 6:50 p.m., a motion was made by Ald. Haass, seconded by Mr. Nehmer to go into closed session to discuss item 8 on the agenda.*

*Following the discussion in closed session, the committee reconvened in open session at 7:05 p.m.*

## E. ADJOURNMENT

*There being no further business to come before the Authority a motion was made by Ald. Haass, seconded by Mr. Nehmer to adjourn at 7:05 p.m.*



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

**NON-DISCRIMINATION STATEMENT**

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

**AMERICANS WITH DISABILITIES ACT NOTICE**

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

**LIMITED ENGLISH PROFICIENCY STATEMENT**

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.