



**City of West Allis**  
**Meeting Minutes**  
**Community Development Authority**

Tuesday, November 12, 2019

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

**REGULAR MEETING (draft minutes)**

**A. CALL TO ORDER**

**B. ROLL CALL**

**Present** 5 - Mr. Wayne Clark, Ald. Michael J. Czapski, Ald. Kevin Haass, Mr. Gerald C. Matter, and Mr. Jason Metz  
**Excused** 1 - Ms. Karin M. Gale

**Staff**

*John Stibal, Director of Development*  
*Patrick Schloss, Community Development Manager*  
*Shaun Mueller, Community & Economic Development Coordinator*

**Others Attending**

*Alderman Barczak, Alderman Lajsic, Alderman Roadt*  
*Dave Wepking, Director of Public Works*  
*Todd Taves, Ehlers*  
*Steve Anderson, Anderson Commercial Group*

**C. APPROVAL OF MINUTES**

1. [19-0734](#) October 8, 2019 Draft Minutes

**Attachments:** [October 8, 2019 Draft Minutes](#)

A motion was made by Mr. Clark, seconded by Mr. Metz, that the minutes of the October 8, 2019 meeting be approved. The motion carried by the following vote:

**Aye:** 5 - Mr. Clark, Ald. Czapski, Ald. Haass, Mr. Matter, and Mr. Metz

**No:** 0

**D. NEW AND PREVIOUS MATTERS**

2. [19-0738](#) Public Hearing regarding the proposed project plan, boundaries and creation of Tax Incremental District No. 18 (Chr. Hansen – S. 92 and Lapham)

*Patrick Schloss summarized the proposed project plan, boundaries and creation of Tax Incremental District No. 18.*

*There were no comments or questions from the public.*

3. [19-0739](#) Resolution to consider designating proposed boundaries and adopting a project plan for Tax Incremental District No. 18, City of West Allis, Wisconsin

**Attachments:** [CDA Res #1336 - TIF 18 Boundaries & Project Plan Approval](#)  
[TIF 18 - Draft Project Plan](#)

**A motion was made by Mr. Clark, seconded by Ald. Haass, that this matter be Approved. The motion carried by the following vote:**

**Aye:** 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

**No:** 0

4. [19-0740](#) Resolution to consider approving a sole source contract with Ehlers & Associates, Inc. for the preparation of the Tax Incremental District No. 18 (the "District")

**Attachments:** [CDA Res #1337 - Ehlers Contract - TIF 18](#)

*After the motions were made, Mr. Clark inquired as to the amount of the contract and Mr. Stibal responded with \$15,000. No further questions were asked.*

**A motion was made by Ald. Haass, seconded by Mr. Metz, that this matter be Approved. The motion carried by the following vote:**

**Aye:** 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

**No:** 0

5. [19-0741](#) Discussion relative to the property located at 10620 W. Greenfield Ave. (Burger King)

*Mr. Stibal presented the information on this property to the Authority. It was recommended by staff that he continue to find interest in the property.*

**This matter was Held**

6. [19-0742](#) Discussion relative to utility relocation for S. 116 St. & W. Rogers St./TIF Number Ten

*This item was discussed.*

**This matter was Held**

7. [19-0743](#) Discussion relative to project update for the property located at 6771 W. National Ave.

*This item was discussed.*

**This matter was Held**

8. [19-0744](#) Resolution to consider authorizing and directing the Executive Director to enter into a contract amendment with Ramboll Environ for providing Grant Writing Services relative to the United States Environmental Protection Agency (USEPA) FY20 Brownfield Grants in an amount not to exceed \$4,500

**Attachments:** [CDA Res #1338 - Ramboll - EPA Grant Writing](#)  
[Ramboll - Scope-Grant Writing Services \\$4500](#)

A motion was made by Mr. Clark, seconded by Ald. Czaplewski, that this matter be Approved.  
The motion carried by the following vote:

Aye: 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

No: 0

9. [19-0745](#) Resolution to consider approving a licensing and support renewal with Happy Software in the amount of \$17,902.16 for the Section 8 Housing Choice Voucher Program

**Attachments:** [CDA Res #1339 - Happy Software License Renewal](#)  
[Happy Software License Renewal-Invoice](#)

*Patrick Schloss informed the Authority that Happy Software is working efficiently for staff and recommended renewal of the licensing.*

A motion was made by Ald. Czaplewski, seconded by Ald. Haass, that this matter be Approved.  
The motion carried by the following vote:

Aye: 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

No: 0

10. [19-0746](#) Resolution to consider establishing the 2020 Payment Standard for the Housing Choice Voucher Program

**Attachments:** [CDA Res #1340 - 2020 Payment Standard - Voucher Prg](#)

*Patrick Schloss outlined and described the increase to the 2020 Payment Standard for the Housing Choice Voucher Program.*

A motion was made by Mr. Clark, seconded by Ald. Haass, that this matter be Approved. The motion carried by the following vote:

Aye: 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

No: 0

11. [19-0747](#) Resolution to consider approving the 2020 Public Housing Authority Annual Plan

Attachments: [CDA Res #1341 - 2020 Public Housing Authority - Annual Plan](#)  
[2020 Annual Plan - Public Housing Authority](#)

*Patrick Schloss outlined the 2020 Public Housing Authority Annual Plan.*

**A motion was made by Mr. Clark, seconded by Mr. Metz, that this matter be Approved. The motion carried by the following vote:**

**Aye:** 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

**No:** 0

12. [19-0748](#) Consideration relative to the Third Quarter Reports for Beloit Road Senior Apartments, LLC

Attachments: [3rd Qtr Beloit Rd](#)

*This item was considered and presented by staff.*

**A motion was made by Mr. Clark, seconded by Mr. Metz, accepting the Reports for Beloit Road Senior Apartments, LLC and place them on file. The motion carried by the following vote:**

**Aye:** 5 - Mr. Clark, Ald. Czaplewski, Ald. Haass, Mr. Matter, and Mr. Metz

**No:** 0

## **E. CONSIDERATION RELATIVE TO REPORT ON REDEVELOPMENT INITIATIVES**

- a. 68th & Mitchell (former Milwaukee Ductile Iron)/TIF Number Fourteen
- b. The Market/TIF Number Fifteen
- c. S. 70th St. & Washington St. Corporate Office Corridor Plan/TIF Number Sixteen
- d. S. 102 and Lincoln - West Lincoln Corridor /TIF Seventeen
- e. Hwy 100 Corridor
  - Potential Development Opportunities
  - Hwy. 100 Study
- f. S. 116 St. and W. Morgan Ave.
- g. Beloit Road Senior Housing Complex
- h. W. National Ave. Corridor
- i. 6610 W. Greenfield Ave.

*These items were discussed and consensus given.*

## **F. ADJOURNMENT**

*There being no further business to come before the Authority, a motion was made by Mr. Clark, seconded by Ald. Haass to adjourn the meeting at 6:43 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.