

AGENDA
CITY OF MONONA
COMMUNITY DEVELOPMENT AUTHORITY
Monona City Hall – Conference Room
5211 Schluter Road, Monona, WI
Tuesday November 22, 2016
7:00 p.m.

1. Call to Order
2. Roll Call
3. Approval of CDA Meeting Minutes of October 25, 2016
4. Appearances
5. Old Business
 - A. Update on Riverfront Development Project (Vandewalle & Associates/City Planner).
 - B. Presentation from Bear Development (Riverfront Development).
 - C. Presentation from McGann Construction (Riverfront Development).
 - D. Convene in Closed Session Pursuant to Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Riverfront Development).
 - E. Reconvene in Open Session Pursuant to Wisconsin Statute Section 19.85(2).
6. New Business
7. Reports of Staff and CDA Members
 - A. Update on Existing and Proposed Developments (City Planner).
 - Plan Commission Projects
 - UniverCity Year – Presentations scheduled December 12, 2016 7:00pm.
 - B. CDA Questions and Requests for Information Concerning Development Projects.
8. Upcoming CDA Meetings – **December 12, 2016 7:00pm**
9. Adjournment

Note: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX (608) 222-9225, or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered

pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

Minutes
Community Development Authority Meeting
October 25, 2016

Chair Stolper called the Community Development Authority (CDA) meeting to order at 6:30 pm.

Present: Chair Tom Stolper, Aldm. Doug Wood, Mr. Andrew Homburg, Mr. John Surdyk, Mr. Dave Lombardo, Ald. Mary O'Connor, Mr. Scott Kelly

Also Present: Scott Harrington of Vandewalle & Associates, City Planner & Economic Development Director Sonja Reichertz, City Administrator April Little, Mayor Bob Miller

MINUTES

A motion by Mr. Homburg, seconded by Alder Wood, to approve the minutes of the September 27, 2016 meeting was carried without corrections.

APPEARANCES

There were no appearances.

OLD BUSINESS

A. Update on Riverfront Development Project

Scott Harrington, Vandewalle & Associates, provided a brief update, stating that multiple productive meetings have been held with developers. A few continue to be interested in an affordable housing project. Another developer is interested in 278 market rate units with 30,000 sf of commercial, and would act as a master developer.

Mr. Surdyk arrived.

NEW BUSINESS

A. Convene in Closed Session

A motion was made by Alder O'Connor, seconded by Mr. Kelly, to convene in Closed Session Pursuant to Wisconsin Statute Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Riverfront Development).

On a roll call vote, the motion carried unanimously.

B. Reconvene in Open Session

A motion was made by Mr. Homburg, seconded by Mr. Kelly, to reconvene in Open Session under Wisconsin Statute section 19.85(2). The motion carried.

C. Review and Recommendation to Council on Recodification Regarding Land Use Legislation Sections of the Monona Municipal Code of Ordinances.

Reichertz said that the CDA requested review of these zoning code sections in order to ensure that they are not contrary to the CDA's efforts to promote remodeling and redevelopment in the City and to attract new families. Reichertz summarized the Plan Commission's recommendation for new ordinances that regulate the amount of grade change that can be allowed and the maximum amount of impervious surface. The draft impervious surface ordinance allows 65% impervious for a standard lot (10,000 sf and over), and 70% for a substandard lot (less than 10,000 sf). An additional 5% in either case may be allowed after review by Plan Commission. Reichertz also summarized data showing the average current impervious for single family lots in Monona is only 32% and there are 5 lots that are over 70%, 4 of which are substandard lots.

Mr. Homburg said he felt the grading regulations were acceptable, and not directly related to CDA efforts. Regarding impervious surface, he felt the proposed ordinance is acceptable as long as the 65% and 70% maximums are not reduced in the future so that property owners are allowed less impervious surface.

A motion was made by Mr. Homburg, seconded by Mr. Kelly, to recommend approval of the impervious surface ordinance as written and approved by the Plan Commission.

The motion carried.

The CDA discussed the draft historic conservation ordinance, which has been recommended for approval by both the Plan Commission and Landmarks Commission. Mr. Homburg noted that if a property in a redevelopment district or a TIF district is proposed to be designated as a landmark, the CDA should have an opportunity to review and provide an advisory recommendation to the Council.

A motion was made by Mr. Homburg, seconded by Mr. Surdyk, to recommend to Council that the following language be added to the historic conservation ordinance: "If a property located in a redevelopment district or tax increment financing district is nominated to be designated a landmark, the CDA shall review and provide an advisory recommendation to the Common Council."

The motion carried.

REPORTS OF STAFF AND CDA MEMBERS

A. Update on Existing and Proposed Developments

Reichertz updated the CDA on Plan Commission applications including the façade improvement grant award to the Cozy Home at 6328 Monona Drive, and Taco Bell architectural updates.

B. CDA Questions and Requests for Information Concerning Development Projects

There were no questions.

UPCOMING CDA MEETINGS

The next scheduled CDA meeting is November 22, 2016.

ADJOURNMENT

A motion was made by Ald. Wood, seconded by Ald. O'Connor, to adjourn. The motion carried. (8:38 pm)

Respectfully submitted by:
Sonja Reichertz
City Planner & Economic Development Director

DRAFT



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MEMO

TO: City Council
 FROM: Sonja Reichertz, City Planner & Economic Development Director
 DATE: 11/16/2016
 RE: Fall UniverCity Year Presentation Schedule

Presentations from fall semester courses will be presented at their respective city committee meetings at the times listed below. City Council members and the public are invited and encouraged to attend any of these public presentations. A similar format will be used for the spring semester courses. At the end of our full UniverCity Year (May 2017), a poster-session will be held on campus showcasing projects from the entire year in one place.

Connected Monona – December 8th 6:00 PM City Hall Conference Room Staff Lead: Will Nimmow, Community Media Director	
Course	Project
Agricultural and Applied Economics 323 Cooperatives Instructor Anne Reynolds	This project results in a <i>white paper on municipal city-wide Wi-Fi networks</i> throughout the U.S. with a focus on Wisconsin. It will include examples of successful and failed initiatives, along with trends in municipal Wi-Fi /broadband technology. The project also provides a preliminary market and needs analysis, including the competitive environment, existing assets, and potential users. The project reviews governance models (such as cooperatives).
Public Affairs 881 Cost-Benefit Analysis Instructor Dave Weimer	Local internet provider 5NINES has provided a citywide Wi-Fi infrastructure proposal to Monona that makes use of the MUFN fiber running along Monona Drive and Nichols Road. The team will <i>conduct a cost-benefit analysis of the 5NINES proposal</i> taking account of feasibility, serviceability, legality, and governance. The analysis will involve an assessment of current internet service coverage to establish the status quo as a basis for predicting incremental costs and benefits. Particular attention will be paid to assessing the distribution of costs and benefits across demographic and income groups.
Library and Information Studies 351 Instructor Dorothea Salo	This undergraduate course is reviewing the city website for usability among different audiences, accessibility, and search-engine optimization. A presentation by this date is tentative.
Library and Information Studies 751 Instructor Kristen Eschenfelder	This course is developing a framework through software such as Microsoft Access to create a database for indexing of municipal property records data. Final results of this course are to be determined.

Housing & Economic Development – December 12th 7:00 PM Library Muni Room
Staff Lead: Sonja Reichertz, Planner & Economic Development Director

Course	Project
Urban and Regional Planning 912: Graduate Workshop Instructor Kurt Paulsen	This graduate student workshop class devoted the semester to preparing an <i>Update to the 2007 Strategic Housing Plan</i> . The report includes an examination of the <i>existing landscape</i> (housing stock, renter vs. owner occupied housing, demographic analysis, housing maintenance, affordability data, review of current programs in place, senior housing, and housing needs), and provides <i>recommendations</i> (programs and marketing strategies, review of Renew Monona and other similar programs, small-lot subdivisions, mixed use development, short term rentals, and streamlining permitting processes).
Real Estate 611: Residential Property Development Instructor Tom Landgraf	Students in this course prepared detailed development concepts wearing their “real estate developer hats” for portions of the City’s Redevelopment Area #7, specifically the two blocks on Monona Drive between Dean and Lofty. There were 8 groups in the class who each developed different concepts.

Parks & Rec – December 13th 6:00 PM Library Municipal Room
Staff Lead: Jake Anderson, Parks & Recreation Director

Course	Project
Civil Engineering 587 Capstone Instructor Greg Harrington	The Civil Engineering capstone course produced a report titled, <i>Engineering and Landscape Design Services for Infrastructure and Site Improvements at Ahuska Park</i> . The report reviews the existing site conditions and constraints, and develops three design alternatives to achieve the following objectives: Improved stormwater management and site drainage around the fields; additional parking to accommodate the Sunday Farmers’ Market and athletic events; ADA accessible paths connecting the park features; a boardwalk system connecting the park to the neighboring wetland and future development; and a complementary landscape design. The report includes the environmental, geological, hydrologic, and structural analyses for our Local, Holistic and Hybrid Designs, along with an evaluation of the social, environmental and economic sustainability of each, used to arrive at our recommendation of the optimal design. An opinion of probable cost and a proposed project schedule are also included for this recommended alternative.
Soil Science 332 Turf Management Instructor Doug Soldat	This soil science course produced a nutrient management plan for Ahuska Park which includes soil maps, soil nutrient analyses, and recommendations for fertilization (including timing, rate, and fertilizer sources).
Landscape Architecture 610 Capstone Instructor Eric Schuchardt	The landscape architecture course produced a tree planting plan for Ahuska Park.

Active Transportation – December 15th 5:30 PM City Hall Conference Room
Staff Lead: Brad Bruun, Public Works Project Coordinator

Course	Project
<p>Urban and Regional Planning 912: Graduate Workshop Instructor Kurt Paulsen</p>	<p>This graduate student workshop class focused on transportation issues in Monona, collecting data through bicycle counts and safe routes to school audits at key intersections throughout the city, and by surveying parents of students in the school district regarding their mode of transportation to school. The inventory and analysis of this data will be presented in a <i>Safe Routes to School Report</i> including recommendations for improvements. Schools included in the study include Monona Grove High School, MG21, Nuestro Mundo Elementary, Winnequah Elementary and Immaculate Heart of Mary.</p>