

**Minutes  
Community Development Authority Meeting  
November 23, 2010**

The meeting of the Community Development Authority for the City of Monona was called to order by Chair Bob Miller at 7:00 p.m.

Present: Chair Bob Miller, Aldm. Jim Busse, Mr. Andrew Homburg, Mr. George Lightbourn, Mr. Jason Scott, Mr. John Surdyk, and Aldm. Jeff Wiswell.

Absent: None

Also Present: Paul Kachelmeier, Planning and Community Development Coordinator, Gary Becker, CDA Consultant from Vierbicher Associates.

**MINUTES**

A motion was made by Aldm. Busse, seconded by Mr. Lightbourn for approval of the minutes of Sept. 28, 2010.

The motion carried.

**APPEARANCES**

There were no appearances and the appearance section was declared closed.

**NEW BUSINESS**

Item 6.B. Monona Drive Phase III Construction

Chair Miller took up agenda item 6.B. first since a traffic engineer from Strand Associates, the consulting engineering company that is preparing plans for the reconstruction of Phase III of Monona Drive, Ken Swanson was in attendance to present plans and designs of possible options for widening Monona Drive and reconfiguring parking lots and access to lots. Ken Swanson showed slides Strand had prepared on the plans for the Phase III reconstruction of Monona Drive and the impact on some blocks and sites.

CDA members reviewed different concepts from Strand Associates for the block between Lofty & Springhaven, and provided the following feedback:

- Why should the CDA or City provide the former Hawaiian Sun property as a parking lot.
- The CDA was concerned with options to provide parking for the block with the existing buildings, when long-range plans for the area are for redevelopment since the buildings and sites do not have enough parking & do not function well.
- Could use the former Hawaiian Sun site as a parking lot temporarily for Monona Grove High School parking.

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- Try to redevelop the block & put parking behind it.
- As long as there is access to the block this will help facilitate redevelopment.
- For safer pedestrian crossing, include a refuge in the median for pedestrians.
- A four (4) foot terrace is desired.
- If you bring development up to the street edge, like row houses or commercial buildings, it will affect the left turn movements into the block.
- Chair Miller said we want to make sure the CDA's vision for this area is supported with plans for reconstruction.

Ken Swanson said that they are hoping to set the area up for the potential for redevelopment. There are no cost estimates yet for acquiring ROW for a wider terrace & loss of parking.

- The CDA discussed that purchasing property to expand the ROW & paying for the loss of parking should be compared to the cost of acquiring the entire property for redevelopment.
- It's OK to use the High School for a temporary parking lot, but not to incorporate it into a design for providing parking for the block.

Ken Swanson said that the utilities are to be replaced. He said that they are going to be starting to meet with the local businesses in early December.

The consensus of the CDA was that they are not supportive of encouraging the status quo of the design of these blocks, compared to plans and designs that support improved use and redevelopment.

Mr. Homburg said that we need to understand the process of how ROW is purchased between Monona and Madison.

The consensus of the CDA was also that a left turn into the block needs to be planned for.

Chair Miller asked that the CDA be kept up to date on the status of planning for the reconstruction of this area.

Ken Swanson said that he will keep in contact with City Administrator Pat Marsh and Planning and Community Development Coordinator Paul Kachelmeier on the project, who can keep the CDA up to date.

## **OLD BUSINESS**

5A. Review of 2011 CDA Budget approved by the City Council 11/15/10.

The CDA reviewed the approved budget and the two changes made to it by the City Council:

- Support staff reduced from \$50,000 to \$39,000;
- Marketing increased from \$10,000 to \$20,000.

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The CDA discussed the transit study to be done and designing bumpouts on the Phase II and Phase III areas of Monona Drive for possible bus stops.

The CDA asked about the status of plans by MSP for the development of Phase II of the MSP Monona Heritage Senior Housing campus, and what the requirements are in the Developers Agreement with MSP for this phase.

5B. Discussion of contract with Mike Huffman for inspection services for construction of UW Clinic and Meriter Clinic.

The CDA discussed that for the Meriter Clinic development it looked like remediation will not be needed. There was discussion of who is tracking this?

The CDA also discussed if what the CDA and City need to inspect for compliance with the Developers Agreement is a legal question for the city attorney, and we should verify that the demolition costs were correct.

The CDA discussed what we'd want Mike Huffman to look for:

- 1) That the building is built according to the plans and renderings. Meriter has to submit information like invoices at the time they request an occupancy permit.
- 2) Generally inspect the quality of construction above & beyond the code requirements. The developer reimburses the CDA for the \$3,000 inspection costs.
- 3) Verify that the work that was done, is work the developer is submitting invoices for.
- 4) Verify that the construction is occurring in accordance with the Developers Agreement.

5C. Status of RFPs for demolition of City owned buildings in the north part of Monona Drive.

Mr. Homburg recused himself from the discussion of this agenda item.

The CDA discussed the proposals, and the fact that these buildings are in poor condition.

A motion was made by Mr. Lightbourn, seconded by Mr. Scott, to authorize the City Engineer to proceed with the demolition of these 2 buildings, and add topsoil and grass seed in the spring, and decide later if we want to lease the lots for temporary parking.

The motion carried.

5D. Discussion of the North Monona Drive Redevelopment Plan

CDA Consultant Gary Becker said that we are at the point where we want to clarify the strategy for the North Monona Drive Redevelopment area. He described the strategies as including the following :

- a buy & hold strategy;
- encourage the assembly of parcels and development proposals;
- the potential vacation of streets.

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Aldm. Wiswell said that it would be good once a plan is in place that property owners will be coming to the CDA with any plans they have for improvements.

Gary Becker said that he could include language in the Redevelopment Plan so that property owners do not put money into their buildings that don't meet the goals of the Redevelopment District.

The CDA discussed the maps in the Redevelopment Plan:

- Map 6 Existing and Planned Zoning-The CDA recommended this area be zoned Community Design District (CDD). The consensus of the CDA was to recommend to rezone the Retail Business (RB) and Single-Family (SF) Zoning Districts to Community Design District (CDD).
- Gary Becker said that he will make changes to the plan based on the CDA input.

A motion was made by Aldm. Wiswell, seconded by Mr. Homburg to move ahead with these changes to the draft plan and to move ahead with the process to review and approve the North Monona Drive Redevelopment Plan.

The motion carried.

## **NEW BUSINESS**

### **6.A. Review & Approval of Proposal from Vierbicher Associates to Provide Traffic Impact Analysis Services for the East Broadway Corridor.**

CDA consultant Gary Becker and Planning and Community Development Coordinator Paul Kachelmeier gave an overview of the proposal in the East Broadway TID No. 6 Project Plan for the preparation of a traffic analysis of the East Broadway corridor area due to the redevelopment occurring in this area. Planning and Community Development Coordinator Paul Kachelmeier said that the Plan Commission, CDA, and the City Council had determined in the TID No. 6 Project Plan that a study of traffic impacts of the recent development and proposed redevelopment in the east part of the East Broadway Corridor was needed including the substantial expansion of Menard's, the plans approved for the new UW Clinic and the new Meriter Clinic, and the future redevelopment of the eight acre former Chief Auto Parts site.

Mr. Becker said that the fee listed in the proposal from Vierbicher Associates will be reduced pretty substantially due to data and information that a sub-consultant K.L. Engineering has from their consulting with the Wisconsin Department of Transportation (DOT) on the Stoughton Road Corridor Project.

A motion was made by Mr. Lightbourn, seconded by Aldm. Wiswell to delegate the responsibility to the CDA Chair to revise the costs based on additional work K.L. Engineering has done for the DOT and then provide this information to the City Engineer for the review of the proposal by the Public Works Committee and the City Council.

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The motion carried.

### **MISCELLANEOUS BUSINESS**

Chair Miller asked that for the next CDA meeting a discussion of the financial positions of TIFs based on the DOR's method of valuing commercial and industrial land in TIFs be placed on the agenda. Gary Becker was asked to provide some background information on this for the next meeting.

The CDA also asked about discussing the plans for Maywood School at a meeting.

The next meeting is scheduled for Tuesday January 25, 2011.

### **ADJOURNMENT**

A motion was made by Mr. Surdyk, seconded by Aldm. Busse, to adjourn.

The motion carried.

9:40 p.m.

1210-14.1