

1. 08.22.23 CDA Meeting Agenda

Documents:

[08.22.23 CDA AGENDA.PDF](#)

2. 08.22.23 CDA Meeting Packet

Documents:

[08.22.23 CDA MTG PACKET.PDF](#)

Village of Cross Plains Community Development Authority Meeting

Regular Meeting Notice and Agenda

August 22, 2023

6:00 pm

2417 Brewery Road
Cross Plains, WI 53528

Join Zoom Meeting

<https://us02web.zoom.us/j/86706878932>

Meeting ID
867 0687 8932

I. Call to Order, Roll Call, and Agenda Review

II. Public Comment

III. General Business

1. Approval of July 25, 2023 CDA Meeting Minutes
2. Public Hearing with respect to Blight Finding on Property located at 1601 Bourbon Road, Cross Plains, WI 53528
 - A. Public Hearing
 - B. Discussion and Possible Action recommendation of Blight Finding
3. Resolution Determining Property to be Blighted and Submitting Determination to Village Board for Approval.

IV. Future Agenda Items

V. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or bmooney@cross-plains.wi.us

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Village of Cross Plains Community Development Authority

Regular Meeting Minutes

Tuesday, July 25, 2023
6:00 pm

This meeting was conducted both in-person and virtually.

I. Call to Order, Roll Call, and Agenda Review

The meeting of the CDA Committee was called to order at 6:01 pm.

Present: Village President Jay Lengfeld, Commissioner Scott Kroetz, Commissioner Brian Pitt,

Commissioner Jason Franzen and Commissioner Timon Zander.

Also Present – Village Administrator Brian Mooney

II. Public Comment – None

III. General Business

1. Appointment of Officers of Authority

Motion made by Commissioner Franzen, seconded by Commissioner Zander to move item number two to item number one on Agenda list for discussion-All Ayes. The following nominations were made by President Lengfeld: Chairperson Judy Ketelboeter-All Ayes, CDA Executive Director/Secretary- Brian Mooney-All Ayes, Vice Chairperson Timon Zander-All Ayes

2. Discussion CDA Overview and Goals

CDA Vice Chair Zander turned the floor over to Mr. Mooney to explain the background on the CDA and its role within the USDA loan process.

3. Schedule Public Hearing with respect to Blight Finding on August 22, 2023

Mr. Mooney explained the process for a blight assessment/determination and public hearing need and process of referral to the Village Board for a final blighted property declaration. Motion made by Village President Lengfeld, seconded by Commissioner Zander, to hold a public hearing at the August 22nd CDA Meeting-All Ayes.

4. Authorize the Executive Director/Secretary to negotiate with USDA with respect to financing of the new Village Hall/Police Station

A motion was made by Commissioner Zander, seconded by Commissioner Franzen, to authorize Mr. Mooney to negotiate with the USDA regarding the financing of the Village Hall loan-All Ayes.

5. Discussion Village Hall/Police Station Timeline and Lease Plan

Mr. Lengfeld covered some of the preliminary plans involving the Architect and Building plans related to the project. The current intent is to construct a roughly 15,000 square foot building with a parking lot capacity of 100 spaces. The hope is to have two Community input sessions and proceed with the loan in 2024, with building construction in 2025. The USDA loan should begin following final construction, so interim loans will be required for the initial stages of construction.

Next Meeting Tuesday August 22nd.

IV. Future Agenda Items

None

V. Adjournment

A motion was made by Lengfeld, seconded by Commissioner Pitt, and unanimously carried by the CDA Committee, to adjourn the meeting at 6:25pm.

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May 11, 2021

Mr. Brian Mooney, Village Administrator
Village of Cross Plains
2417 Brewery Road
Cross Plains, WI 53528

Subject: Blighted Property Assessment

Dear Brian:

The Village has requested that we review a property along Bourbon Road for an assessment of blight. Please see below for that information.

The property in question is the area within the Village of Cross Plains, Dane County, Wisconsin, which is bounded on the south by Bourbon Road, on the north by Black Earth Creek, on the west by the Cross Plains-Berry Fire District, and on the east by a local construction company operations yard. The area can be legally described as being in the Southeast $\frac{1}{4}$, Northwest $\frac{1}{4}$, Section 3, Township 7 North, Range 7 East. The area is composed of two properties presently owned by the Village of Cross Plains, and is a 2.235-acre parcel at 1601 Bourbon Road, parcel number 113/0707-032-9740-1. The land is also described as Lot 3 of Certified Survey Map 10045. A legal description of the parcel is listed at the end of this determination.

Chapter 66.1333 (2m) (bm) of Wisconsin Statutes sets forth one definition of blighted property as "...any property which is predominantly open and which because of obsolete platting, diversity of ownership, deterioration of structures or of site improvements or otherwise, substantially impairs or arrests the sound growth of the community".

In the case of this area, it is bounded on one side by the fire district and the other by a construction company yard. Both of these adjacent uses are long-term and are no compatible with commercial use on the vacant land. The parcel in question had been available for sale for many years with no serious offers to purchase before the Village acquired the property. An environmental corridor for the adjacent Black Earth Creek precludes the ability to perform any grading at all for the northern portion of the site, while a public storm sewer and drainage easement occupies a corridor along the eastern side of the property. The two overlay conditions combine to significantly limit building footprint and parking options.

Due to the constraints on the parcel and the diversity of land use which impairs sound commercial growth in the Village of Cross Plains, this area meets the requirements of Section 66.1333 (2m) (bm) Wisconsin Statutes for “blighted property”.

Tax Property Description of Parcel 113/0707-032-9740-1
Municipality VILLAGE OF CROSS PLAINS

Property Description LOT 3 CSM 10045 CS58/301&303-5/16/2001 DESCR AS SEC 3-7-7 PRT SW1/4NW1/4 & PRT SE1/4NW1/4 (2.235 ACRES)

Please feel free to contact us with any questions or comments regarding this assessment.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Brian R. Berquist, P.E.
President

BRB:sai

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COMMUNITY DEVELOPMENT AUTHORITY
OF THE
VILLAGE OF CROSS PLAINS,
DANE COUNTY, WISCONSIN

Resolution No. ____

RESOLUTION DETERMINING PROPERTY TO BE BLIGHTED AND
SUBMITTING DETERMINATION TO VILLAGE BOARD FOR APPROVAL

WHEREAS, the property in the Village of Cross Plains, Wisconsin (the "Village") described on Exhibit A attached hereto (the "Property") has been proposed as the site for various public improvements including the construction of a new Village Hall/Police Station; and

WHEREAS, the Property has been determined by the Village's staff to be a "blighted property" as defined in Section 66.1333, Wisconsin Statutes, based on a letter submitted by the Village's engineer and attached hereto as Exhibit B (the "Report"); and

WHEREAS, blight elimination, slum clearance, and urban renewal and redevelopment projects on the Property will protect and promote the health, safety and general welfare of citizens of the Village; and

WHEREAS, the Community Development Authority of the Village of Cross Plains, Dane County, Wisconsin (the "Authority") proposes to acquire the Property and to carry out blight elimination and urban renewal projects on the Property, including the construction of a new Village Hall/Police Station; and

WHEREAS, pursuant to Section 66.1333(5)(c)1g., Wisconsin Statutes, the Authority may acquire or assist the development of blighted property without designating a redevelopment area boundary or adopting a redevelopment plan if the Authority obtains advance approval of the Village Board; and

WHEREAS, on the date hereof this body held a duly-noticed public hearing to determine whether the Property is blighted, at which all interested parties were given an opportunity to express their views respecting the determination of blight for the Property; and

WHEREAS, the sole registered owner of the Property is the Village, and the Village waived receipt of notice of the public hearing on July 24, 2023; and

WHEREAS, this body has studied the facts and circumstances relating to the Property and the proposed acquisition of the Property, consideration having been given, among other items, to the following matters: (i) the definition of "blighted property" contained in Section 66.1333(2m)(bm), Wisconsin Statutes, (ii) the Report's findings that the property is predominantly open and because of an environmental corridor and storm sewer and drainage easements is not attractive to development which substantially impairs the sound growth of the community, (iii) the past and existing condition of, and the proposed uses of, the Property,

(iv) the goals and objectives of the proposed acquisition of the Property, and (v) visual inspections of the Property and surrounding areas by various members of the Authority and by various staff of and consultants to the Village.

NOW, THEREFORE, BE IT RESOLVED, by the Community Development Authority of the Village of Cross Plains, Dane County, Wisconsin that:

1. The Property is determined to be a "blighted property" within the meaning of Section 66.1333(2m)(bm), Wisconsin Statutes.
2. The finding of blight and the proposed acquisition of the Property for the purpose of carrying out blight elimination and urban renewal projects shall be submitted to the Village Board for review and approval.

Adopted and approved this 22nd day of August, 2023.

Chairperson

Secretary

EXHIBIT A

THE PROPERTY

LOT 3 CSM 10045 CS58/301&303-5/16/2001 DESCR AS SEC 3-7-7 PRT SW1/4NW1/4 & PRT
SE1/4NW1/4

EXHIBIT B

REPORT

(See attached)

DETERMINATION OF BLIGHTED PROPERTY

Village of Cross Plains

DRAFT – May 4, 2023

The property in question is the area within the Village of Cross Plains, Dane County, Wisconsin, which is bounded on the south by Bourbon Road, on the north by Black Earth Creek, on the west by the Cross Plains-Berry Fire District, and on the east by a local construction company operations yard. The area can be legally described as being in the Southeast ¼, Northwest ¼, Section 3, Township 7 North, Range 7 East. The area is composed of two properties presently owned by the Village of Cross Plains, and is a 2.235-acre parcel at 1601 Bourbon Road, parcel number 113/0707-032-9740-1. The land is also described as Lot 3 of Certified Survey Map 10045. A legal description of the parcel is listed at the end of this determination.

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Municipality VILLAGE OF CROSS PLAINS

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PRT SW1/4NW1/4 & PRT SE1/4NW1/4 (2.235 ACRES)