CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

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Community Development Authority Meeting
City of New Richmond, Wisconsin
Monday, February 1, 2016
8:00 a.m. at the Civic Center (ED LAB)

If you are unable to attend the meeting, please notify Marie Bannink at 246-4268 or mbannink@newrichmondwi.gov

AGENDA:

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of the Previous CDA Meeting Minutes – October 13, 2015
5. Closed Session per State Statute 19.85 (1)(e) Deliberating Facade Loan Application
   a. Facade Loan – Short Properties WI, LLC (Short Dance Studios) – Wade & Jessica Short
6. Open Session - Action on Closed Session
7. Announcements
8. Adjournment

cc: The News
Northwest Community Communications
City Website

A majority of the members of the New Richmond City Council may be present at the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board., 173 Wis. 2d 553, 494 N.W. 2nd 408(1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

Come Grow With Us!

CITY OF NEW RICHMOND
COMMUNITY DEVELOPMENT AUTHORITY
TUESDAY, OCTOBER 13, 2015

Pursuant to due call and notice thereof, a meeting of the Board of Commissioners of the Community Development Authority was called to order by Chair Jason Zahradka at 8:03 a.m. on October 13, 2015.

Members Present: John Soderberg, Scottie Ard, MaryKay Rice, and Jason Zahradka

Members Absent: James Jackson and Jessie Klopp

Others Present: Janet Zimmer, Beth Thompson, and Marie Bannink

MaryKay moved to approve the agenda, seconded by Scottie Ard, and carried.

Scottie Ard moved to approve the minutes of the June 10, 2015 meeting, seconded by John Soderberg, and carried.

Housing Application:
Janet Zimmer reviewed applicant #13108 had previously received money for the roof, but did not have the additional funds for the lateral repair. Motion was made by Scottie Ard approve application #13108 for $7,500.00, seconded by John Soderberg, motion carried. Janet Zimmer also reviewed housing applicant #15109. This homeowner is looking to replace the shingles on their home. Motion was made by John Soderberg to approve application #15109 for $6,555.00, seconded by MaryKay Rice, motion carried.

Members asked Janet what the account balance was. Currently there is $25,000.00 in the account. Janet explained how the structure of the housing funds is distributed. If she has someone she is not able to help she makes contact with Chippewa County who now distributes the new housing funds.

Announcements:
No announcements.

Scottie Ard moved to adjourn the meeting, seconded by John Soderberg, and carried.

Meeting adjourned at 8:15 a.m.

Minutes by Marie Bannink

Checklist for Downtown Facade Committee Approval

☐ The application is complete and the following exhibits have been provided:

- ☐ Business tax return or balance sheet/profit and loss statements for last three fiscal years.
- ☐ Scale drawing of proposed façade changes, construction schedule, proposed materials list & color samples with cost estimates.
- ☐ Recent and historic photos.
- ☐ Personal financial statement and personal tax return for the past two years of principal owners (owners with 20% or more ownership).
- ☐ Most recent property tax bill.

☐ The downtown facade committee has conducted basic financial underwriting prior to approval and the recipient can repay the proposed assistance.

☐ Project costs are reasonable and all sources of project financing are committed.

☐ The project conforms to the design guidelines of the local community, the National Trust or The Main Street Center and the property is located within the downtown boundaries as designated by the local community.

☐ LOAN DETAILS

Business: _____

Amount: _____ ($5,000 to $30,000)

Purpose: _____

Term: _____ (up to 15 years)

Amortization: _____ (up to 15 years)

Repayment: Monthly principal and interest payments for the term of the loan with no deferral period will be assumed unless indicated in exceptions below.

Interest Rate: 0% fixed

Security:
- _x_ Real Estate Mortgage on subject property (required).
- _x_ Personal Guarantees (required on all owners of 20% or greater).
- ____ Additional security should be indicated in exceptions below.

☐ The request complies with all requirements of Downtown Façade Loan Program policies and guidelines except as noted below.

Exceptions/Other Conditions:

Approved: _____ Denied: _____

Date: _____

Committee Members Initials:

_____ _____ _____ _____ _____ _____ _____