

COMMUNITY DEVELOPMENT AUTHORITY

Monday June 9, 2025

6:30 p.m. – COUNCIL CHAMBERS

Present: Bob Schooley; Chris Buchanan, Shawna Bratlie; and Mike Hobbs

Absent: Joe Wilhelm, Sarah Peters and Tyler Brandt

Also Present: Dale Nichols, Mayor; Dennis Todd, council member; Ashley Olson

Meeting was called to order by President Shawna Bratlie at 6:30 p.m. Motion by Chris B. to approve the minutes of the January 29, 2025 meeting. Second by Mike H. Motion carried.

Conflict of interest was identified by Mike H. in regards to business signs. He will abstain if any voting should occur.

Mike H. discussed an update on the Vibrant Space Grant; the city was awarded the grant. As of now there hasn't been any interest from any contractors to work on "The market village" in the green space, options are still being looked at.

WEDC Small Business Development Grant was also awarded to the city. This is specifically for the CDA, it is a grant of \$90,000.00 and is to be used toward expanding economic development.

Mike H. presented quotes for new business signs. The option to have alternate signs such as the Fourth of July, Historical Museum and other events throughout the year was discussed. There are vacancies on the sign and we are looking for new businesses to add. Shannon is going to find out how much is in the sign fund and let the committee know.

The Beautification Award winner was discussed; Shannon is going to send a letter out to this year's winner asking her to come to the July 15th Council meeting to accept her award.

Discussion was had about discontinuing the CDBG Small Community Housing RLF. A letter was sent to the mayor; there will no longer be a local program offered. Any future loan requests will go through a regional manager.

Shannon discussed the option to change the start time for future meetings; future meetings will begin at 6PM.

The attached Administrator's report was presented by Shannon and discussed. Everything is going well; one new loan has been applied for. There are two outstanding CDA loans. Paulies Diner has continued to make their payments monthly. Pittsville Family Foods has made their first payment on their loan.

No future agenda items were discussed.

Ashley Olson was present to discuss her application for an Economic Development Initiative loan. She shared her many years of experience as a hairdresser. She is looking to purchase a local commercial building with the intent to turn it into a Salon, offering a list of different services. She is asking for help with the downpayment on the building as well as some extra money to get the building equipped with what she would need to get this business started. Ashley is hoping for an open date of August 1st, 2025. The CDA will discuss this in closed session. (Ashley and Dennis left the meeting)

Motion by Bob S. to go into Closed Session as stated on the agenda. Second by Mike H.

Roll Call vote:

Bob: Yes

Chris: Yes

Mike: Yes

Shawna: Yes

Motion carried and the meeting moved into Closed Session at 7:22 p.m. pursuant to State Statute 19.85.1 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session.

Meeting re-convened into open session at 7:57 p.m. Motion by Bob S. to accept what was agreed to in closed session. Second by Mike H. Motion carried.

Motion by Chris B. to adjourn. Second by Bob S. Motion carried and the meeting was adjourned.

Submitted by,
Shannon Millard
CDA Administrator