

COMMUNITY DEVELOPMENT AUTHORITY
Thursday May 14, 2026
5 p.m. – Council Chambers

Present: Shawna Bratlie, Tyler Brandt, Bob Schooley and Mike Hobbs

Absent: Joe Wilhelm, Chris Buchanan, and Sarah Peters

Also Present: Mark Darr; Mayor

Meeting was called to order by President Shawna Bratlie at 5:00 p.m.

Motion by Hobbs to approve the minutes of the March 31, 2026 meeting. Second by Brandt. Motion carried.

There were no conflicts of interest identified

Motion Made by Schooley to move agenda item 8 Normington update up. Second by Hobbs. Motion carried

Mark explained that Matt Normington (LCJ Investments) who was previously approved for a \$5,000 grant and \$15,000 loan, was going to modify his original plan. He originally was going to build a separate building for the coffee shop. However, has since decided to build it under the existing lean-to. This will prevent having to build more restrooms, add entirely new water and sewer hookups, and save money in other ways. Matt just wanted to be sure this does not go against the CDA approval from the last meeting. It was decided by consensus that no modifications need to be made because it is still going to be for a coffee shop and he will still need a significant amount of money. LCJ Investments loan stipulations were discussed following this update. The CDA will stay with the consistent interest rate of 2.5% with a 12 month deferred first payment from the time of signing loan agreement totaling a 6-year loan with the deferral. Hobbs made a motion to accept these terms. Brandt second. Motion Carried.

Five businesses submit applications for the EEDI Grants/Loans from the WEDC SDBG program award money. They were reviewed and discussed individually.

First was the application for Paulies Diner. Paulies was requesting a grant for \$5,000 and a loan for \$5,000 to be added to his existing CDA loan. His project would include Building a new awning for the front of the diner, painting a mural on the south side of the building, and building a bench out front. Schooley made a motion to approve the \$5,000 grant and add the \$5,000 loan to the existing loan with the contingency that the loan isn't extended, the payments will be roughly \$70 larger each month. The loan terms would stay at the 2.5% interest rate and no new deferral. Brandt second. Motion carried.

The second application reviewed was from Tri-Five Properties LLC. The request was for a \$5,000 grant to repair the outside of the large commercial warehouse on the south side of town. The plan is to paint a significant amount of the outside of the building, add new metal siding to some of it, and install rain gutters. Hobbs made a motion to approve \$5,000 grant. Second by Schooley. Motion carried.

The third application was for Tabby's Blue Bayou. Tabby was requesting a grant for \$4,100 to repair the pitted sidewalk in front of her building. The estimate stated they would grind and clean approximately 520 sq ft of existing sidewalk and parking area. This would also include covering the area in a no slip epoxy. After reviewing the estimate, the committee noted there was not a contractor listed. It was also discussed that this sidewalk had been ground down in the past and the issues have returned. Brandt made a motion to put this application on hold and request to know who the contractor was, and ask Tabby to get a bid to tear out the damaged pieces and just replace them entirely. Schooley Second. Motion carried.

The fourth application was Pittsville Meats for a grant for \$4,000 loan for \$5,100. The money was to purchase a dump trailer to increase the ease of operation for the business. Motion made by Hobbs to approve a grant for \$5,000 and a loan for \$4,600. The interest rate would be 2.5% with a 1 year deferred from signing, totaling a 6-year loan with the deferral. Schooley second. Motion carried. The last application for the day was submitted by Paula Minor. She was requesting a grant for \$5,000 to repair the roof and paint her commercial building on 2nd Ave. Paula stated she cannot currently use the space for commercial use because of the leaking roof but does intend to rent it out after these repairs. Motion made by Schooley to approve \$5,000 grant. Brandt second. Motion carried.

There was a bill from Wilke landscaping that needed to be discussed. Due to the Shops at the Green Space coming the past fall. The ice rink needed to be moved to the North. Due to this move, the rink was not level. Wilke landscaping brought dirt, leveled it off, and planted grass. This will also assist in it being prepped and ready for the Shops at the Green Space grand opening on May 21st. There will also be a bill for the gravel that was brought into access the shops without walking through mud. That amount is not yet known. Hobbs made a motion to pay the bill under the understanding that the CDA does not want to be responsible financially for the Green Space maintenance going forward as it is a city owned property. Second by Brandt. Schooley obtained from voting. Motion carried.

There was one application to rent a shop at the green space from July-October. The applicant decided to rescind that application and hopes to just rent the green space and put up her tent there. Currently there are no other applications to review. It was mentioned that there is a \$25 fee to rent the green space that goes through the clerk's office.

The administrative report was read. Hobbs made a motion to pay the vouchers. Schooley Second. Motion carried.

Future agenda items include donation request for music at the Green Space.

6:15 PM Motion by Schooley to adjourn. Second by Brandt. Motion carried and the meeting was adjourned.

Submitted by,
Angela Krueger
CDA Administrator