



Wauwatosa, WI

Community Development Authority

Meeting Minutes - Final

7725 W. North Avenue
Wauwatosa, WI 53213

Thursday, May 15, 2025

3:00 PM

Zoom Only:
<https://servetosa.zoom.us/j/85717415522>,
Meeting ID: 857 1741 5522

VIRTUAL MEETING INFORMATION

Members of the public may observe the meeting via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

Meeting called to order at 3:00 PM

ROLL CALL

Staff/Attendees

Mark Hammond, Development Director
Jen Ferguson, Economic Development Manager
John Ruggini, Finance Director
James Archambo, City Administrator
Karl Schreiber, Housing and CDBG Manager
Mayor Dennis McBride
Tony - Kin Rice & Roll

Aldersperson Joe Phillips - joined at 3:12 PM

Present 7

- Member Terry Klippel
- Member Linda Mikkalson
- Aldersperson Liaison Joe Phillips
- Aldersperson Liaison Rob Gustafson
- Member, Vice-Chair Allen Wick
- Member Christopher Zirbes
- Joel Tilleson

APPROVAL OF MINUTES

1. Approval of Minutes - April 17, 2025

[25-0788](#)

RESULT: APPROVED
MOVER: Christopher Zirbes
SECONDER: Rob Gustafson

Aye: 7 Klippel, Mikkalson, Phillips, Gustafson, Wick, Zirbes, and Tilleson

NEW BUSINESS

1. Consideration of a small business forgivable loan for Kin Rice & Roll [25-0789](#)
for fixed improvements at 7484 W State Street

Kin by Rice & Roll is requesting forgivable loan funds for the construction of additional dining room seating and new lighting for the dining area and outdoor patio. Tony with Kin further discussed details of the project, including custom-made bench seating with storage underneath added to the middle of the dining room, along with new lighting to create a cozy environment to match the new bench seating. New lighting for the patio area will enhance the popular patio space and extend outdoor dining time. Staff recommends approval of funding up to the maximum \$15,000 reimbursement.

RESULT: APPROVED

MOVER: Rob Gustafson

SECONDER: Christopher Zirbes

Aye: 7 Klippel, Mikkalson, Phillips, Gustafson, Wick, Zirbes, and Tilleson

2. Consideration of delegating approval of all small business forgivable [25-0790](#)
loans to staff

Previously, the CDA delegated approval of sign forgivable loans to staff to streamline the process for businesses and CDA agendas. At this time, staff is proposing the same for the remaining forgivable loan programs. In lieu of bringing each application before the CDA for approval, staff will review and approve applications internally against program requirements. CDA members discussed concerns about not having direct oversight of the applications, the due diligence of the application process, and the unanimous approval of applications. Staff will send periodic summary emails to the CDA to inform members of approved loans, as well as the remaining program fund balance.

RESULT: APPROVED

MOVER: Rob Gustafson

SECONDER: Allen Wick

Aye: 5 Mikkalson, Gustafson, Wick, Zirbes, and Tilleson

Nay: 2 Klippel, and Phillips

3. Consideration of an Affordable Housing Fund Policy [25-0791](#)

Following the initial discussion of an Affordable Housing Policy at the CDA's previous meeting, a red-lined version with modifications to provisions about compliance verification and security for repayment was discussed. Sample policies from Madison and La Crosse, along with comments from the Joint Housing Coalition, were also shared with the CDA. Staff feels this policy addresses all types of potential housing projects and targets funds at the 60% AMI and below, where the need is greatest. Chair Tilleson noted this is a living document that will evolve as development conditions change.

Motion to adopt the policy with the changes that were made to the initial draft.

Comments/questions from the public:

- Ann Heidcamp - 2330 N Swan Blvd, Wauwatosa. Ann asked if this is the CDA's policy or does it also go to Council? (This is CDA's policy.) She stated the Housing Coalition is fully supportive of what this policy has done, knowing it includes all types of housing, and would like to see the specific types of housing identified.
- Ursula Twombly - 11716 W Meinecke Ave, Wauwatosa. Is there any contribution to the Affordable Housing Fund? Yes, \$471,000.

RESULT: APPROVED

MOVER: Joel Tilleson

SECONDER: Joe Phillips

Aye: 6 Klippel, Phillips, Gustafson, Wick, Zirbes, and Tilleson

Abstain: 1 Mikkalson

4. Update on the investigation of the potential redevelopment of 1600 N [25-0792](#)
113th Street

A RFP was issued for civil engineering, site planning, and environmental work; it was broken into two phases. The first phase will develop a site plan and layout for the current DPW yard operations on the CDA-owned landfill parcel. The goal of this phase is to get the plans detailed enough to submit to the DNR for concurrence on moving yard operations. If this is possible, the second phase would undertake an investigation of environmental conditions of the existing DPW yard area to understand what type of redevelopment could occur on this land. Staff is evaluating proposals and determining which consultant to award the contract. Should CDA approval be needed for contract award, staff will bring the item to a future meeting.

RESULT: INFORMATIONAL ONLY

5. Update on the Boston Store redevelopment [25-0794](#)

Staff continues to manage a complex series of negotiations and cannot share specifics in open session that could affect negotiations. All multi-party documents have been moving forward, and the parties (BLVD, housing developer, Brookfield Properties, mall owner, and Scheels, retail tenant) are now negotiating a short list of open items. Closing on the land transfer is still a couple of months out. Currently the TIF (no longer the CDA) is incurring ongoing operational expenses until the land is transferred to Brookfield Properties.

RESULT: INFORMATIONAL ONLY

6. Discussion of acquisition of properties from private owners for purposes [25-0795](#)
of redevelopment

The Authority moved to go into closed session *pursuant to Sec. 19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiating the purchasing of public properties, the*

investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require closed session.

In open session, a motion was made for staff to move forward with the direction given by members in closed session for a private property transaction.

RESULT: APPROVED

MOVER: Gustafson

SECONDER: Chair Tilleson

RESULT: APPROVED

MOVER: Joel Tilleson

SECONDER: Linda Mikkalson

Aye: 7 Klippel, Mikkalson, Phillips, Gustafson, Wick, Zirbes, and Tilleson

NEXT MEETING DATE AND TIME

July 10, 2025 at 3:00 PM

ADJOURNMENT

Meeting adjourned from closed session at 4:41 PM

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.