



# Wauwatosa, WI

## Community Development Authority

### Meeting Minutes - Final

7725 W. North Avenue  
Wauwatosa, WI 53213

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Tuesday, January 13, 2026

3:00 PM

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

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#### 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  
Karl Schreiber, Housing & CDBG Manager  
Jen Tate - City Attorney  
Cody Pansing - Assistant City Attorney  
Jon Cameron, Ehlers Inc.  
Michael Stefan - Casa de Corazon  
Jessica LaRocque - MEDC

\*\*Member - Terry Klippel joined at 3:25 PM

**Present 6**      Member, Chair Joel Tilleson  
Member, Vice-Chair Allen Wick  
Member Terry Klippel  
Member Christopher Zirbes  
Aldersperson Liaison Rob Gustafson  
Aldersperson Liaison Joe Phillips

#### APPROVAL OF MINUTES

1. Approval of minutes of the December 17, 2025 meeting

[26-0020](#)

**RESULT:** APPROVED

**MOVER:** Rob Gustafson

**SECONDER:** Allen Wick

**Aye:** 5      Tilleson, Wick, Zirbes, Gustafson, and Phillips

**Excused:** 1      Klippel

#### NEW BUSINESS

1. Public Hearing regarding the proposed creation of Tax Incremental District No. 16, the proposed boundaries and proposed Project Plan for the District. [26-0021](#)

Jon Cameron, Ehlers Inc., provided an overview of the proposed District and Project Plan. Chair Tilleson opened the public hearing. There were no questions or comments from the public.

Development Director Hammond discussed the master planning work currently underway for the Research Park, with adoption anticipated in Spring, 2026.

**RESULT:** INFORMATIONAL ONLY

**Excused:** 1 Klippel

2. Consideration and possible action on “Resolution Establishing Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 16, City of Wauwatosa, Wisconsin” [26-0022](#)

Approving the resolution serves only to create the TID District, and creating the TID does not commit the City to undertaking any of the expenses delineated in the Project Plan; each separate project request for assistance will need Common Council approval.

**RESULT:** APPROVED

**MOVER:** Joel Tilleson

**SECONDER:** Rob Gustafson

**Aye:** 5 Tilleson, Wick, Zirbes, Gustafson, and Phillips

**Excused:** 1 Klippel

3. Review of Financial Report [26-0024](#)

**RESULT:** HELD

4. Consideration of an owner-occupied affordable housing program [26-0025](#)

The purpose of this policy is to establish guidelines for the use of American Rescue Plan Act (ARPA) funds to support the creation of affordable housing through strategic property acquisition, subdivision, and redevelopment. All activities shall comply with applicable federal, state, and local laws, including land-use and zoning regulations. Affordability of existing residential structures would be created through mechanisms such as enrollment in a Community Land Trust, deed restrictions, or other comparable affordability controls. Affordability of newly created buildable parcels or housing units could be ensured through partnerships with nonprofit builders, deed restrictions, or similar legally enforceable mechanisms. Staff would have the authority to acquire property and would return to CDA for approval of the affordability plan before executing the disposition.

**RESULT:** APPROVED

**MOVER:** Joe Phillips

**SECONDER:** Rob Gustafson

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

5. Consideration of a CDBG loan application from For Tosh, LLC d/b/a Casa de Corazon at 7754 Harwood Avenue

[26-0023](#)

Casa de Corazon, is requesting \$100,000 of CDBG loan funding to assist with working capital and start-up costs for a new Spanish immersion early learning program and licensed childcare center serving up to 148 children from infancy through pre-kindergarten. The business has obtained approval of its conditional use zoning permit. All childcare facilities must be licensed by the State, and the Wisconsin Department of Children and Families requires completion of the buildout and final approval prior to final licensing. Also, as a requirement of the CDBG funding, the business will create a minimum of three full-time equivalent jobs held by low-moderate income individuals; they anticipate creating 42 positions.

Chair Tilleson - Motion to convene 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, and may reconvene into open session. Second - Wick. Ayes - 6

In open session, Chair Tilleson moved approval of a \$100,000 CDBG loan at 2% interest with a 5/10 amortization and with the collateral and loan closing conditions discussed in closed session.

**RESULT:** APPROVED

**MOVER:** Joel Tilleson

**SECONDER:** Rob Gustafson

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

### **NEXT MEETING DATE AND TIME**

**Thursday, March 5th at 3 PM**

### **ADJOURNMENT**

Meeting adjourned at 4:30 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](mailto:tclerk@wauwatosa.net), with as much advance notice as possible.