

**VILLAGE OF MOUNT HOREB
COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES
AUGUST 12, 2020**

The Community Development Authority of the Village of Mount Horeb met on the above date in a virtual meeting.

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 6:07pm. Present were Littel, Tetzlaff, Monroe, Koenig, Murphy, Durtschi and Boehnen (6:25 pm.). Also present were Administrator Nic Owen, Assistant Administrator Kathy Hagen, and Economic Development Director Rowan Childs.

Adoption of Bylaws: Administrator Owen explained that the bylaws follow state statutes for the operation of a Community Development authority and that the Board has reviewed and approved them as well. Murphy moved; Monroe seconded to approve the bylaws as presented. Motion carried.

Election of Officers: Littel moved; Koenig seconded to appoint Monroe as Chair. Motion Carried. Littel moved; Monroe seconded to appoint Murphy as vice-chair. Motion carried.

Discuss COVID Business Assistance Grant/Loan Program: Administrator Owen informed the committee he and Director Childs have been exploring financial assistance programs for small businesses and were thinking the fall/winter would be a good time to roll out the program. Funding could potentially come from the money the Village will be receiving after dissolution of the EDC. Consensus of the committee was they would prefer to see a grant program than a loan. Owen and Childs will prepare a program for consideration at the next meeting.

Development Updates

Kwik Trip: Public hearing held at 8/13/20 Capital Area Regional Planning Commission meeting on Urban Service Area Amendment.

Casey's: Casey's has received all approvals from the Village Board and are working towards start of construction.

North Cape Commons Apartment: Permits have been pulled for the third and final 20-unit apartment building off of S Brookwood by the Golf Course.

Downtown Businesses: Staff has received a number of calls from businesses looking for space downtown.

Economic Development Director's Report: Childs reviewed highlights from her monthly update.

Items for Future Meetings: Consideration of COVID Assistance Program, Review of prior Economic Development Plans, Review of EDC Funding Priorities Strategic Planning, Reports from the Chamber of Commerce and School District.

Adjournment: There being no further business before the committee, Murphy moved, Littel seconded to adjourn the meeting at 6:49 pm. Motion carried by voice vote.

Minutes by Nicholas Owen, Administrator