

**COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES**

**Thursday, May 30, 2019**

**7:00 pm**

**VILLAGE OF WHITEFISH BAY – Village Board Room  
5300 North Marlborough Drive**

**I. Call to Order and Roll Call**

Chairperson Ray Krueger called the meeting to order at 7:00 pm.

Present: Chairperson Ray Krueger, Village President Julie Siegel, Village Trustee Jay Saunders, Mike Dwyer, Brian Vanevenhoven, and Jim Roemer

Also Present: Village Manager Paul Boening, Assistant Manager Tim Blakeslee, Village Attorney Chris Jaekels, Public Works Director John Edlebeck, Stephanie Hacker with Graef

Absent with Notice: Peter Helfer.

**II. General Business**

**1. Approval of Minutes from the meeting held on April 29, 2019.**

***Brian Vanevenhoven moved to approve the minutes of the April 29, 2019 meeting. Mike Dwyer seconded. Motion passed 6-0.***

**2. Consultant Interviews – Consaul Commons Design Project**

Village Manager Paul Boening recapped the background of the Consaul Commons project. Chairperson Ray Krueger provided some initial thoughts on the interview process.

Snyder & Associates was the first firm to be interviewed and gave an introduction and a brief presentation. Snyder & Associates showed some initial concepts, talked about a four-season approach, and creating a flexible environment. Questions were asked by the CDA to Snyder & Associates about why they wanted to take on this project, fee, and about their firm. There was a discussion of what type of design elements the fee included.

raSmith was the second firm to be interviewed and gave an introduction and a brief presentation. raSmith spoke about the underutilization of the space, making it an extension of the streetscape, and the importance of community involvement. Questions

were asked by the CDA to raSmith about why they wanted to take on this project, fee, and about their firm. There was a discussion of what type of design elements the fee included and if their fee was an apples to apples comparable to other firms.

JSD Professional Services was the third firm to be interviewed and gave an introduction and a brief presentation. JSD Professional Services spoke about building consensus, their 3D mapping technology, and public participation. Questions were asked by the CDA to JSD Professional Services about why they wanted to take on this project, fee, and about their firm.

Ayres Associates was the fourth firm to be interviewed and gave an introduction and a brief presentation. Ayres Associates focused on creating a usable space, year-round engagement, and other activities that could take place in the space. Questions were asked by the CDA to Ayres Associates about why they wanted to take on this project, fee, and about their firm.

There was general discussion from the CDA about the pros and cons of each firm. All CDA members agreed that any of the firms could complete the work successfully. raSmith held an edge in fee and local proximity. Following the interviews, there was a consensus that raSmith was the preferred firm of the CDA.

***Jim Roemer moved that the CDA recommend that the Village Board retain raSmith for the design of Consaul Commons subject to a confirmation of deliverables by Village Staff. Mike Dwyer seconded. Motion passed 6-0.***

**III. Adjourn: Jay Saunders moved to adjourn at 9:15 pm. Mike Dwyer seconded. Motion passed 6-0.**