

**VILLAGE OF ELLSWORTH  
COMMUNITY DEVELOPMENT AUTHORITY MEETING**

March 19, 2026 at 5:30 pm

LOCATION: Village Hall, 130 N. Chestnut St. Lower level board room (East rear entrance)

Committee Members present: Chairperson Bench (in place of Neeley), Sobottka, Birkel, Traynor (in place of Neeley).

Staff Present: Administrator/Clerk-Treasurer Roy

Others Present: multiple virtual

**MINUTES**

1. Meeting called to order by Chairperson Bench.
2. Discuss/Possible Action on the sale of 312 W. Main St. (Old Village Library) Request for Proposal.

The draft Request for Proposal (RFP), developed by MSA, was presented. The RFP outlines the submittal requirements and timelines for development proposals for the site. The RFP includes required information and scoring criteria. Village Board approval is also required. **MSC Sobottka/Traynor** to approve the draft RFP. No further discussion. **Motion carried, without a negative vote.**

3. **MSC Sobottka/Birkel** to adjourn. No further discussion. **Motion carried, without a negative vote.**

Respectfully submitted by Brad Roy, Administrator/Clerk-Treasurer