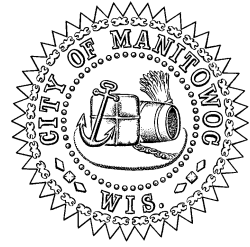




CITY OF MANITOWOC
WISCONSIN, USA
www.manitowoc.org



**MINUTES
COMMUNITY DEVELOPMENT AUTHORITY**

**City Hall, 900 Quay Street
Second Floor Conference Room – 4:00 PM
Wednesday, January 15, 2020**

I. CALL TO ORDER

Acting Board Chairman G. Maloney called to order the regular meeting of the Community Development Authority at 4:00 PM on January 15, 2020 at the Community Development Department offices.

II. ROLL CALL

Present: Gene Maloney, Anton Doneff, Emil Roth, Dennis Tienor, Ald. Jeremiah Novak, Ald. Lee Kummer

Absent: John Stangel

Others Present: Pauline Haelfrisch, Peter Wills, Liz Majerus, Smitha Chintamaneni, Adam Tegen, Nick Mueller, Lisa Mueller, Jennifer Bartz

III. APPROVAL OF MINUTES of the regular December 18, 2019 Meeting

Motion by J. Novak, Second by E. Roth, to approve the Minutes.

Motion carried (6-0)

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Closed Session

CLOSED SESSION: A motion was made by E. Roth, seconded by J. Novak, to adjourn into closed session pursuant to § 19.85(1)(e) and (g), Wis. Stats., to Discuss Legal Issues in Regard to Land Use and Development Matters within the City of Manitowoc. Motion carried (6-0)

B. Return to Open Session

A motion was made by J. Novak, seconded by D. Tienor, to adjourn the closed session and move into open session. Motion carried (6-0). G. Maloney called the open session to order at 4:40 PM.

C. Revolving Loan Fund Financial Report

The report was reviewed and placed on file.

D. Revolving Loan Fund Business

No new actions. Strand Adventures now on payment schedule.

- E. Draft of Downtown Manitowoc Design Guidelines – Discussion Only
 - A. Doneff brought up topic of illuminated signs. N. Mueller added that there will need to be future discussions to better define the use of these types of signs. N. Mueller also shared that new sign at Scott Rezak-owned properties on 812 & 814 S 8th Street will be presented formally at February meeting.

IV. MANITOWOC PUBLIC HOUSING BUSINESS

- A. Financial Report and Approval of Monthly Expenditures
 - P. Haelfrisch referred to the handout she gave the Board members in regards to the Manitou Manor Progress Report. Manitou Manor is through half of its fiscal year and it was felt the Board members would be interested in seeing where the HA is at in terms of income and expenses. P. Haelfrisch explained that at the present time, the HA is in a good place with income over the expenses.
A motion was made by Ald. Novak, seconded by D. Tienor, that the CDA approve and authorize payment of the January, 2020 monthly expenses. Motion carried (6-0).
- B. Unit Conversion Project Update
 - P. Haelfrisch reported the pre-bid meeting took place on Tuesday, January 14, and three contractors w/two subs came. The bids are due on January 28 at 11:01 a.m. A company will be remediating the asbestos in the mastic on the floor tiles starting January 28. Discussion was held and the following action was taken.
A motion was made by Ald. Novak, seconded by D. Tienor to approve bid subject to the project not to exceed \$300,000. Motion carried (6-0).
- C. Transformer Project Update
 - P. Haelfrisch stated that the transformer project would begin on Friday, January 17. The project would be done in two phases: First phase – power will be off 12-4 p.m. Second phase some time week after – power will be off from 12-4 p.m. MPU will also be on site during this transition.

VI. HOUSING BUSINESS

- A. Revolving Loan Fund Financial Reports
 - The report was reviewed and placed on file.

VII. OTHER BUSINESS

- A. Monthly Report on 1512 Washington Street
 - A.Tegen, Community Development Director, shared that a meeting was held with Boys & Girls Club as potential user of the location. Working on costs to determine how best to move forward with planning. Conversations will continue.

VIII. ADJOURNMENT

- Motion by J. Novak to adjourn the meeting at 4:55 PM, seconded by D. Tienor. Motion carried 6-0.