



CITY OF MANITOWOC
WISCONSIN, USA
www.manitowoc.org



**MINUTES
COMMUNITY DEVELOPMENT AUTHORITY**

**City Hall, 900 Quay Street
Second Floor Conference Room – 3:00 PM
Wednesday, May 20, 2020**

This meeting was conducted via remote conferencing software due to a state of emergency and the Wisconsin Governor's Executive Order.

I. CALL TO ORDER

Board Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 3:05 PM via remote conferencing software, Zoom.

II. ROLL CALL

Present: John Stangel, Anton Doneff, Emil Roth, Dennis Tienor, Ald. Jeremiah Novak

Absent: Gene Maloney

Others Present: Pauline Haelfrisch, Jen Bartz, Peter Wills, Adam Tegen, Harris Byers, Scott Canel, Toger Swanson, Brandon Bartow

III. APPROVAL OF MINUTES of the regular April 29, 2020 Meeting

Motion by A. Doneff, Second by D. Tienor, to approve the Minutes.

Motion carried (5-0)

IV. MANITOWOC PUBLIC HOUSING BUSINESS

A. Financial Report and Approval of Monthly Expenditures

Motion by E. Roth, Second by D. Tienor, to approve the monthly expenditures.

Motion carried (5-0)

B. FYE 6/2021 Budget

P. Haelfrisch briefly reviewed the budget. Several members clarified specific line items.

Motion by E. Roth, Second by D. Tienor, to approve the 2021 budget.

Motion carried (5-0)

C. Unit Conversion Project Update

No discussion.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Revolving Loan Fund Financial Report

The report was reviewed and placed on file.

B. Revolving Loan Fund Business

Nothing to report.

C. Design Review Application

1. Discussion and Possible Action: 812 & 814 South 8th Street

A. Tegen referred to scan of original request with areas to include. Approval of modification, but with those original details still included.

A. Doneff asked reason for request. A. Tegen noted that it is becoming cost and the property owner is looking for some understanding or value of the requirements.

J. Stangel asked if they are willing to proceed with modifications. A. Tegen shared that Nick Mueller, Downtown Planner, has been in contact with the property owner.

Motion by D. Tienor, Seconded by E. Roth to preapprove modifications of façade design with recommendations by City Community Development staff.

Motion carried (5-0)

2. Discussion and Possible Action: 808 Jay Street

A. Tegen reviewed and deferred to CDA members for feedback. A. Doneff spoke as building owner. D. Tienor said that this committee is less concerned about side street versus something on a main thoroughfare. A. Tegen noted the desire to have consistency of projecting signs. He also stated that the costs can be offset with an application for projecting sign grant funds.

Conversation ensued between members about aesthetics and the clean look of proposed sign.

Motion by D. Tienor, Seconded by E. Roth to approve sign as presented. A. Doneff abstained.

Motion carried (4-0)

3. Discussion and Possible Action: 939 South 8th Street

A. Tegen reviewed the project and noted that property owner is working with Nick Mueller on façade grant application and this is just an approval for the overall design. A. Tegen reviewed two points: painting on front of building to incorporate second color and indicated that the building did have a marquee above center

A. Doneff asked for entrance point. Brandon Bartow, property owner, clarified further details.

Motion by D. Tienor, Seconded by E. Roth to approve the design with modifications presented by Community Development staff.

Motion carried (5-0)

VI. HOUSING BUSINESS

Revolving Loan Fund Financial Reports

The report was reviewed and placed on file.

VII. OTHER BUSINESS

A. Discussion and Action: A Resolution of the Community Development Authority of the City of Manitowoc, Setting Forth the Authority's Official Intent to Issue Revenue Bonds to Finance a Project for Southfield Townhomes L.P. (or an Affiliate Thereof) and Related Actions

A Tegen provided a broad overview of the project from the April 29 meeting and the proposed resolution.

T Swanson noted that this is the first step in the process. S Canel noted that this resolution allows them to start funding.

J. Stangel stated that he reviewed resolution has no concerns.

Motion by E. Roth, Seconded by A. Doneff to approve the resolution.
Motion carried (5-0)

B. Discussion and Possible Action: Authorization to Apply for a Loan from the City EPA Revolving Loan Fund to Support Cleanup of the CN Peninsula

A Tegen asked committee for approval to submit a loan application for cleanup costs to get CN Peninsula shovel-ready. He stated that the City Council has approved phase two design of the project.

Motion by D. Tienor, Seconded by E. Roth to direct staff to draft and submit loan application to city EPA RLF loan fund.

C. Discussion on Brownfield Projects

A. Tegen reviewed the location known formerly as the Mirro building. He shared that the City Council approved the project to proceed with the sale to a future Boys and Girls Club. He stated that the City is working on cleanup of property and will also be moving forwarding on an EPA Revolving Loan Fund on PCB removal.

J. Stangel asked about timing of project. A. Tegen stated that the goal is for clean up this summer as development agreements will begin this summer and the Boys and Girls club will likely start a campaign in 3-5 years.

Conversation ensued about property and site grading for future use. H. Beyers provided information and answers to the members.

A.Tegen shared that he is having conversations on the historical importance of the Mirro entrance on the site.

VIII. ADJOURNMENT

Motion by D. Tienor, Second by E. Roth to adjourn the meeting at 4:15 PM.
Motion carried (5-0)