



CITY OF MANITOWOC

WISCONSIN, USA

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MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room
4:00 PM | Wednesday, September 15, 2021

This meeting was also held via remote conferencing software, Zoom.

I. CALL TO ORDER

Board Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM.

II. ROLL CALL

Present: Chairman John Stangel, Ald. Tim Boldt, Ald. Michael Cummings, Gene Maloney, Emil Roth, Dennis Tienor, Anton Doneff

Staff Present: Adam Tegen, Nick Mueller, Jen Bartz

Others Present: Serena Lewis, Derek Holly, Ashley Holly

III. APPROVAL OF MINUTES of the August 18 and August 25, 2021 Meetings.

Motion by G. Maloney seconded by Cummings to approve the Minutes.

Motion carried (7-0).

IV. MANITOWOC PUBLIC HOUSING BUSINESS

a. Financial Report and Approval of Monthly Expenditures

S. Lewis reviewed the monthly reports of finances and expenditures. Discussion ensued about maintenance items to consider, such as faucets, etc.

Motion by Tienor, seconded by Roth, to approve the report and approve monthly expenditures.
Motion carried (7-0).

b. Parking Lot Replacement

S. Lewis stated that project is close to completion and the punch list is being reviewed. She said that a 15-min parking sign will be installed, but that a landscaper will need to be hired to repair area in lawn that was damaged. She said that it turned out well and the company was great to work with.

c. Employee Insurance

S. Lewis said that she has been researching insurance for employees and recommends adding dental insurance. She detailed the increases and noted that adding dental would be approximately \$75/mo per employee and this would be with the current insurance provider. She said that employees contribute a percentage monthly toward premium and the overall increase of about \$6,300 annually includes dental addition and increase to healthcare.

A. Doneff said that he would not support without additional research. He said that the previous director would research and provide options to ensure best option was selected.

M. Cummings stated he is on City Personnel Committee and a third party is used to review annually. He went on to discuss attraction and retention of employees and benefits. S. Lewis shared that the Manitou Manor maintenance employee was terminated and they are currently hiring for the position.

Discussion ensued among members about insurance as a recruitment and attraction item to bring in a quality employee.



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Motion by G. Maloney, seconded by Ald. T. Boldt, to approve addition of dental insurance to overall benefit package.

Motion carried. (6-1). A. Doneff voted against.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

a. Design Review Applications

i. 31 Maritime Drive, River Loft Condo Association

N. Mueller shared that the wrought iron fence will be installed a level of security.

Clarification was provided on public versus private access within the area.

Motion by G. Maloney, seconded by A. Doneff, to approve the fence as provided per cut sheet provided by River Loft Condo Association.

Motion carried. (7-0)

ii. 812-814 South 8th Street, Coffey Enterprises

N. Mueller provide background on the project and request for the back side of building.

He said much of the back is original and everything being done is appropriate.

Motion by G. Maloney, seconded by Ald. T. Boldt, to approve as shown and to allow Community Development Staff to approve exterior details and colors.

Motion carried. (6-0). D. Tienor abstained.

iii. 826 South 8th Street, 42 Properties

N. Mueller provided details on the project and stated that the building owners are also requesting façade grant monies. He provided specific details on the project and what will be completed as part of the project to restore and protect the building including to restore original brick. He noted that there some final details to be determined

D. Holly shared that they would like to enhance their building to attract businesses to downtown and their goal is to create new modern space for Wrap It Up, but with historical look and feel.

A. Doneff asked about look of current image and asked members if any recall approval for existing work. Members do not recall project coming to CDA in 2016. N. Mueller stated that while the current look is not bad, there is the opportunity to fine tune historical details that are appropriate for the setting. Further discussion ensued about project.

Ald. M. Cummings said that he appreciates their hard work and willingness to restore and protect the building.

Motion by Ald. M. Cummings, seconded by Ald. T. Boldt, to approve the historical design and work with Community Development staff on final construction details, materials and colors as the project progresses.

Motion carried. (6-0). D. Tienor abstained.

VI. HOUSING BUSINESS

a. Revolving Loan Fund Financial Reports

The reports were reviewed and placed on file.



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VII. OTHER BUSINESS

a. River Point District Update

- i. Review and potential action on grant writing/implementation services with Stantec under the current Service Agreement

A. Tegen provided a brief update and review of request. He said this would allow the City to continue working with Stantec on grant writing for the River Point project. He said that the City is pursuing a WAM grant through DNR which would provide DNR-selected consultants to do the investigation. He provided further detail of the request and what work entails, and noted that the Brownfields Advisory Committee supports the application.

He went on to share details on additional work being done on the River Point site. He stated that the DNR had question on PFAS at the location, and the DNR supports results as reported by the City.

He also shared that the Allies received a \$250,000 Brownfield Clean-Up Grant from the WEDC and will cover a lot of Brownfield related costs.

G. Maloney asked if the apartment project is clear for construction. A. Tegen provided next step work being completed on site.

b. 1512 Washington Street Update

No new activity to report as it is in the hands of DNR.

- c. A. Doneff asked about status of Boys & Girls Club, specifically if their move to the Dewey Street location will be temporary. A. Tegen shared that he met with Boys & Girls Club officials and they do see the Mirro site as their long-term home, but wanted to get the club open and providing services sooner than the site would be ready.

VIII. ADJOURNMENT

Motion by D. Tienor, seconded by Ald. M. Cummings, to adjourn the meeting at 4:45 PM.
Motion carried (7-0).