



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, November 17, 2021

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, Emil Roth, Dennis Tienor, Anton Doneff

Absent: Gene Maloney

Staff Present: Adam Tegen, Jen Bartz

Others Present: Serena Lewis, Scott Canel (Zoom), Toger Swanson (Zoom), Harris Byers (Zoom)

III. APPROVAL OF MINUTES of the October 20, 2021 Meeting.

Motion by D. Tienor, seconded by Ald. T. Boldt to approve the Minutes.
Motion carried (6-0).

IV. PUBLIC HEARING

- a. Analysis of Brownfield Cleanup Alternatives at the former CN Peninsula site located at 1110 Buffalo Street, Manitowoc, Wisconsin and the FY22 USEPA Brownfield Cleanup Grant Application

A. Tegen explained the process of an ABCA and how the alternatives are determined.

Chairman J. Stangel opened the public hearing at 4:03 PM.

Ald. M. Cummings asked if the funding from the grant is sufficient to complete the work. A. Tegen explained that it is a \$500,000 grant with a 20% match from City and the budget was created based upon that amount.

Ald. T. Boldt asked if contamination will bleed after capping. A. Tegen explained and indicated that that it will likely not occur due to the types of contamination, but vapor mitigation may be required.

D. Tienor asked if any future projects in the area could have basement. A. Tegen explained many will need pilings and a vapor mitigation system, like the River North apartments.

No public comments were received.

Chairman J. Stangel closed the public hearing at 4:10 PM.

V. MANITOWOC PUBLIC HOUSING BUSINESS

- a. Financial Report and Approval of Monthly Expenditures
S. Lewis reviewed the monthly reports of finances and expenditures.

Motion D. Tienor, seconded by Ald. M. Cummings, to approve the report and approve monthly expenditures.

Motion carried (6-0).



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b. Legal Fee Insurance Claim

S. Lewis explained accountant recommendation and said that he suggested a budget modification be considered if needed.

D. Tienor asked if HUD requires a budget modification. S. Lewis will check with her HUD contact.

S. Lewis stated that an insurance claim related to the HR-issue has been submitted. Committee members agreed to pull payment from savings and reimburse by insurance payment, if received.

c. Financial Audit Results

S. Lewis stated that the financial audit was held recently and it passed. Auditor said staff were organized and meticulous.

d. Apartments 220 & 306 Update

S. Lewis explained recommendation for temporary repair. Maintenance staff did repair using caulking and there appear to be no issues.

Ald. Boldt asked about legal pursuance and S. Lewis stated it is ongoing.

e. Health Insurance Update

S. Lewis provided an update on the insurance research. She shared a comparison and stated that she reached out to neighboring authorities. Members reviewed and it was noted that employees are paying more than competitors. Discussion ensued regarding benefits and percentages.

Motion by Ald. M. Cumming, seconded to D. Tienor, to approve insurance premiums paid as a 90% employer and 10% employee.

Motion carried (6-0).

VI. DOWNTOWN REDEVELOPMENT ACTIVITIES

a. Design Review Applications: None

b. Design Review Staff Approvals: None

A. Tegen shared that N. Mueller has resigned and we are currently recruiting for the position.

VII. HOUSING BUSINESS

a. Revolving Loan Fund Financial Reports
The reports were placed on file.

b. Housing Loan Approvals Update: None

VIII. OTHER BUSINESS

a. Southfield Townhouses

i. Discussion and Possible Action: Resolution Authorizing the Execution and Delivery of Multifamily Housing Revenue Notes in an Aggregate Principal Amount Not to Exceed \$8,500,000 to Finance the Acquisition, Rehabilitation and Improvement of a Multifamily



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Rental Housing Facility Known as Southfield Townhouses and Approving and Authorizing Related Documents and Action

S. Alfred briefly explained the reasoning for a new resolution.

Toger Swanson stated that the resolution approves a different bank as the lender financing the Southfield Townhomes project.

Scott Canel said that the lender approved the loan and the initial deposit was made. He further explained that the original loan was via Merchant Bank and Freddie Mac. Freddie Mac was concerned and wanted a high interest contract. The original lenders agreed to release them and are now scheduled to close with Sterling Bank on December 8, which means work can begin.

Motion by Ald. M. Cumming, seconded by Ald. T. Boldt to approve the revised resolution.

Motion carried (6-0).

b. River Point District Update

A. Tegen said that the City is working with Stantec on a grant and provided an overall construction update. He stated that there is interest in first riverside lot and hoping something comes forward in the next few months.

Ald. M. Cummings asked about the status of McMullen & Pitz. A. Tegen stated that the conversation is ongoing and provided members with details.

c. 1512 Washington Street Update

A. Tegen said that the City was approached by two entities with interest in the site. Wisconsin Aluminum Foundry to the north and a housing developer on the south part of the block. He stated that Community Development Staff will work with the developer on the offer to purchase, and noted that the offer is contingent on issuance of WHEDA tax credits. He referred to the concept plan for the workforce housing project. He also shared that the WAF project would start as a parking lot, but it would accommodate future plan for expansion.

A. Doneff asked if tax credits not awarded to the developer, could space still be available to future home of Boys & Girls Club. A. Tegen confirmed that would still be an option.

A. Tegen shared that a Neighborhood Investment Fund grant application has been submitted to the state for the Mirro site and provided details of what was included in the request.

IX. ADJOURNMENT

Motion by A. Doneff seconded by Ald. M. Cummings to adjourn the meeting at 4:40 PM.

Motion carried (6-0).