



# CITY OF MANITOWOC

WISCONSIN, USA

[www.manitowoc.org](http://www.manitowoc.org)

## MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room  
4:00 PM | Wednesday, December 15, 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, Gene Maloney, Emil Roth, Dennis Tienor

**Absent:** Anton Doneff

**Staff Present:** Adam Tegen, Jen Bartz

**Others Present:** Serena Lewis, Robert Seal

### III. APPROVAL OF MINUTES of the November 17, 2021 Meeting.

Motion by Ald. Cummings, seconded by Ald. Boldt to approve the Minutes.

Motion carried (6-0).

### IV. MANITOWOC PUBLIC HOUSING BUSINESS

#### a. Financial Report and Approval of Monthly Expenditures

S. Lewis reviewed the monthly reports of finances and expenditures.

Motion G. Maloney, seconded by Ald. Cummings, to approve the report and approve monthly expenditures.

Motion carried (6-0).

#### b. Apartments 220 & 306 Update

S. Lewis shared that she spoke with Luisier Plumbing. They are working with the City Building Inspection Department and they will send estimate soon. She stated that per the lease agreement, the tenant's rent is abated until this is repaired. Tenant has been inconvenienced since September 9.

D. Tienor asked if there is an open unit. S. Lewis indicated no, because the tenant needs an accessible unit as she is in a wheelchair.

#### c. Property/Liability Insurance Renewal

S. Lewis stated that there has been an overall increase in the insurance bundle, but it has been renewed effective December 4, 2021. She shared that Ansay & Associates is the agent and Church Mutual is the insuring company.

#### d. Staff Professional Development

S. Lewis shared she and Gary, the new maintenance employee, attended training on the role of the maintenance worker. Future trainings are scheduled for her and others related to public housing. Cost is about \$500 per class. Members are in favor of training.

### V. DOWNTOWN REDEVELOPMENT ACTIVITIES

#### a. Design Review Applications: None



# CITY OF MANITOWOC

WISCONSIN, USA

[www.manitowoc.org](http://www.manitowoc.org)

b. Design Review Staff Approvals

A. Tegen said there continues to be strong interest in the Façade Grant program and there will be a new project coming forward at future meeting. The staff approvals were reviewed and placed on file.

**VI. HOUSING BUSINESS**

a. Revolving Loan Fund Financial Reports

The reports were placed on file.

b. Housing Loan Approvals Update: None

**VII. OTHER BUSINESS**

a. Discussion/Possible Action on Appointment of Members to the Loan Review Committee

A. Tegen stated that Bob Seal has interest being involved with loan review committee and referenced his resume sent to all members. There is one open position available currently.

Motion by D. Tienor, seconded by E. Roth, to appoint Bob Seal to the Loan Review Committee. Motion carried (6-0).

b. River Point District Update

A. Tegen shared that the final site improvements of 2021 will be finished this week and then the site will go dormant until spring. He said that the River North Apartment project is proceeding as planned, and that staff are working on budget and scope of work for 2022.

Ald. Cummings asked if there has been more interest. A. Tegen said that there is interest, but there are no actionable plans submitted yet.

c. 1512 Washington Street Update

A. Tegen said that the developer is proceeding with offer an to purchase, but due to changes at WHEDA, they will not apply to WHEDA until next year. He stated that the project will be delayed until fall 2023. The City is continuing to work with WAF on their project.

**VIII. ADJOURNMENT**

Motion by D. Tienor, seconded by G. Maloney, to adjourn the meeting at 4:26 PM.

Motion carried (6-0).