

REDEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, May 9, 2018-5:30 p.m.

Hall of Fame Room

Present:

Roger Springman, Ron Christianson, Carl Chenoweth, Gary Becker, Denise Duranczyk, Regina Hirsch and Brian Girgen

Absent and excuse:

Finance Director Tammy Laborde

Others Present:

Mayor Swadley, Bill Livick, Dorann Bradford, Suzanne Vincent, Gary Blazek, Robert Kardasz, An Nguyen, Roger Thompson, Jamin Freidl, Abby Abramovich, Emily Bah, Lisa Aide

Call to order:

Springman called the meeting to order at 5:30 p.m.

Introduction of new RDA members:

Springman introduced new members Carl Chenoweth and Brian Girgen. Lucas Trow will be joining at the next meeting on May 30th. Chenoweth and Girgen introduced themselves. Carl is a civil engineer, semiretired and is involved in building construction/destruction and contract management. Brian works at JP Cullen as an estimator. Has knowledge in restoration and reconstruction. Lucas works for McFarland State Bank as a Commercial Loan Officer. Denise Duranczyk and Regina Hirsch will be the alderpersons representing Council. Welcome to all.

Elect RDA Chair:

Springman opened up nominations for Committee Chair. Duranczyk nominated Springman to serve as Committee Chair. No other nominations were made. Chenoweth motioned to elect Springman, Hirsch second. Springman was elected as Committee Chair unanimously.

Elect RDA Vice Chair:

Springman opened up nominations for Committee Vice Chair. Duranczyk nominated Chenoweth. No further nominations. Hirsch motioned, second by Duranczyk. Chenoweth was elected as Vice Chair unanimously.

Communications:

Discussion on Finance Director Laborde's last day with the City of Stoughton. Please sign card for her.

Hirsch let everyone know that Parks & Rec will be hosting the unveiling of their Whitewater Rapids plan next Wednesday, May 16 at 6:00 p.m. at Opera House. Also brought up needing a volunteer for white water task force committee

Springman stated he has kept in contact with Mark Ernst in regards to the blacksmith shop. May have potential developers for the site. He will keep committee updated.

Mayor Swadley introduced Jamin Freidl, Director of Finance/Administration, Stoughton Utilities and said that Utilities Director Kardasz and Planning Director Scheel will be joining the RDA meetings in the future.

Approval of the April 16, 2018 RDA Meeting Minutes:

Moved by Hirsch, Duranczyk second with the following corrections: please add the names of the people that were present in the audience last meeting. Motion carried unanimously with requested change.

Discussion on Revolving Loan Fund-An Nguyen, WWBIC:

An Nyguen from WWBIC gave an overview and update on the RDA's revolving loan program and ways in which it might be modified or improved in the future. He passed out a document entitled "Companion Loan Program" and another example of what WWBIC can offer aside from basic administrative services. Stoughton's fund began with a \$250,000 balance and a loan of \$50,000 was made to Viking Brew Pub. Mr. Nyguen is very willing to work with the RDA to make essential improvements in the future. Springman said that the RDA will be appointing a member to oversee the fund and that person would be contacting him.

Discussion and possible action regarding Adoption of By-laws:

Springman gave an overview of the remaining issue needing resolution which is language regarding the Executive Director and who will serve in that capacity. As the City has yet to determine who might serve in that capacity and as Attorney Dregne suggested language that would avoid the need for a specific city title identification, it was broadly agreed to move in the direction of the attorney's position. Duranczyk motioned to accept the By-Laws as-is with the changes noted to Section 3. Second by Chenoweth. Hirsch made a friendly amendment to make all changes in the current draft to Executive Director wherever the Finance Director is mentioned. Chenoweth accepted the friendly amendment. Motion to change By-Laws was moved by the Chair and passed unanimously. With this motion, the new By-Laws will be effect at the next RDA meeting and all members need to be aware of the code of ethics requirement.

Update on Marathon site:

Springman discussed the intended June 4th closing date by purchaser Todd Nelson. Closing date has already been moved from April 1 to June 4th. Todd Nelson has not acquired building permits or contacted the Zoning Department as of this date. Springman would like to visit with Nelson to make sure his plans for purchase have not changed.

RDA Financial Report:

None

Discussion and possible action regarding TIF Restructure

a. Timetable, draft progress, and remaining needs:

Springman visited with Council President Majewski and learned that a number of changes will be needed to expedite efficient work with the Council. Specifically, Majewski believes a joint RDA-City Council COW meeting in June would not be useful and prefers some other mechanism for feedback or input. Also, he would like to see the Whitewater Park integrated into a new map of the Riverfront Project area and not the Ernst "B" option from the June 2017 charrette. He also wanted to make clear that the city has yet to transfer the PowerHouse parcel and the Public Works Dept. parcel to the RDA.

Gary Becker reviewed the purpose of the concept plan and noted that it is meant to be a living document to work with potential developers. Chenoweth agreed that the current concept plan should be kept, but modified as needed to reflect current conditions. The notion of soliciting direct Council input was mentioned as it was decided that such a survey should contain questions on major topics, (e.g. housing, green space, commercial-retail). Suzanne Vincent said it would be possible to add the whitewater park scheme to the current concept plan. Springman will work with Gary Becker and Suzanne Vincent to prepare appropriate materials for the May 22nd Council meeting. Chenoweth moved a motion to let Gary Becker hire Suzanne Vincent under his contract with the RDA for the purposes of concept plan development. Second by Hirsch. Motion passed unanimously.

b. Set Dates for Public Hearing and facilitated COW meeting:

Gary Becker would like to lock the date for the Public Hearing as soon as possible to retain sufficient time for preparation and legal notification. If the RDA seeks to work with the Council for a hearing on June 26th, that decision must be made on May 30th. Otherwise, the hearing would have to be moved to July. At this point there will be no COW meeting.

c. Review grant application:

Gary Becker briefly mentioned that the Idle Sites Grant has been submitted to WEDC. Because of the quality of Stoughton's application, there is chance that the grant could yet be funded in the upcoming cycle.

Riverfront Redevelopment Area:

a. Discussion on vision statement and need for "Riverfront At-a Glance Flyer"

Discussion on vision statement on need for "Riverfront-at-a-glance" Flyer.

Springman discussed the current vision statement that was completed in March by himself and Hirsch. He said it incorporated key finding from June 2017 charrette and provides a good basis for final version adoption. Also, because the public will need an easy-to-understand summary of the Riverfront Project, a flyer of some sort is needed. He would like to see this work done through an RDA subcommittee.

b. Discussion on creation of an Ad-Hoc committee on public gathering space needs

Springman raised this need for the RDA to consider. He pointed out that owing to the importance of both green space and a public gathering area from June 2017

charrette findings, it makes sense to give this a priority going into summer. This need seems especially critical for the eastern side of the Riverfront area as the western side is dominated by the potential Whitewater Park. This might make for an excellent ad hoc committee comprised of interested and motivated citizens.

c. WAM Grant for Phase II MillFab Remediation:

No discussion

d. Update on discussions involving Powerhouse Building:

Gary Becker mentioned that he met with city officials and Abby Abramovich and her husband recently regarding PowerHouse matters. It was made clear that the City currently controls the site. Ms. Abramovich came forward to provide an update on their distillery plans and seek some answers to questions that remain on their minds. They have visited the building, prepared some preliminary estimates, and reached out to historical architects. Her questioning on ownership spurred an additional discussion on the process by which the City needs to discuss property transfer arrangements with the RDA. Utilities Director Kardasz, reviewed the process as he understands it and Mayor Swadley agreed that it may be time to meet with Attorney Dregne and Council President Majewski on how to move the process forward.

e. Update on MillFab/Carpet Warehouse demolition:

Gary Blazek from Vierbicher said work on the Carpet Warehouse is effectively completed. MillFab work continues for the final leveling and debris removal.

f. Update and possible action on Highway Trailer Building complex:

i. Update on change order and staging plan for demolition-Gary Blazek, Vierbicher:

ii. Idle Sites Grant application:

iii. Structural Engineer need for Highway Trailer Building Demolition:

Chenoweth gave an overview of what he learned about existing change orders and the status of Blacksmith Shop protection needs. He discovered that Change Order #2 does not provide adequate protection for the Blacksmith Shop nor does it provide sufficient detail for Earth Construction to proceed with Highway Trailer demolition. It was written too vaguely and openly. He also pointed out that owing to the common wall that exists between the Blacksmith Shop and building "C", great care must be taken during deconstruction. Questions then arose on who should take responsibility for both improving the change order and protecting the Blacksmith Shop. Chenoweth found an engineering company, Facilities Engineering, willing to provide a structural assessment for protecting the Blacksmith Shop. Chenoweth motioned to have Earth Construction, not the RDA, work directly with Facilities Engineering for structural engineering assistance and to give a report at the May 30th meeting. Second by Brian Girgen. Motion passed unanimously.

Gary Blazek from Vierbicher reviewed their role in developing Change Order #2. Chenoweth said he would work with Blazek to update change order language and make it consistent with the new goal of tearing down Highway Trailer Buildings along South Street by July 4th. Both Chenoweth and Blazek agreed that this would require changing the initial staging plan prepared by Earth Construction. Preliminary discussion with Jon Onsguard from Earth Construction suggested that this timing is doable. Chenoweth will report back to the RDA on May 30th with all current updates on the Change Order.

Other demolitions matter. Springman passed out late-arriving requests for payment involving demolition. Pay request #2 for the sum of \$125,000 involves payment to Earth Construction for work conducted on the MillFab site over the past several months. Chenoweth motioned to approve, second by Hirsch. Motion passed unanimously. The other pay request involved asbestos-related abatement services performed by Earth Construction subcontractor on the MillFab site for the sum of \$4851. Motion to approve by Hirsch and second by Chenoweth. Motion passed unanimously.

Discuss and set additional May meeting date- possibly May 30:

It was concluded that an additional meeting is essential and May 30th was selected.

Future agenda items:

- Marathon property site update
- Highway Trailer demolition and change order update
- CIP and future budgeting
- Committee and topic assignments
- Executive director assignment update
- Results from Council survey
- Selection of TID 8 Hearing date

Adjourn:

Motioned to adjourn by Chenoweth, second Regina. Motion carried unanimously.