

REDEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, May 3, 2017 – 5:30 p.m.

Hall of Fame Room/City Hall

Present:

Peter Sveum, Scott Truehl, Regina Hirsch, Denise Duranczyk, Ron Christianson, Steve Sletten, Roger Springman and Finance Director Tammy LaBorde

Absent:

John Kramper

Others Present:

Gary Becker, Dave Porterfield, Sid Boersma, Greg Jenson, Derek Westby, Amber Levenhagen, Bill Livick, Paul Lawrence, Todd Nelson, Dennis Kittleson, Michael Engelberger, Stephen Mar-Pohl and Laura Trotter

Call to order:

LaBorde called meeting to order at 5:30 p.m.

Introduction of new RDA members:

LaBorde introduced the new members to the RDA committee. Scott Truehl and Regina Hirsch will be the alderpersons representing Council. Denise Duranczyk has been appointed as a citizen member. John Kramper has been moved to a full voting member and Roger Springman has been appointed as the new alternate. Welcome to all.

Elect RDA Chair:

LaBorde opened up nominations for Committee Chair. Christianson nominated Sveum to serve as Committee Chair. Hirsch nominated Truehl to serve as Committee Chair. No other nominations were made. Sveum was elected Committee Chair 4-3. Sveum took over the meeting as Chair.

Elect RDA Vice Chair:

Nominations were opened up for Committee Vice Chair. Duranczyk nominated Truehl to serve as Committee Vice Chair. Hirsch nominated Duranczyk to serve as Committee Vice Chair. Duranczyk declined nomination. No other nominations were made. Truehl was unanimously elected Committee Vice Chair.

Communications:

Sveum recognized past members Dan Kittleson and Brian Kahl. He thanked them for their years of service. Sveum also stated he will make it a practice this year to delegate work to other committee members to utilize their expertise in different areas.

Sveum shared with the group a letter and pictures that Tom Selsor had dropped off for the RDA Committee. Selsor had previously served on the Committee when he was an alderperson. The content of the letter and pictures was of a project in Mishawaka, IN that was similar in part to what is being considered for the Riverfront Redevelopment area.

Approval of the April 12, 2017 RDA Meeting Minutes:

Moved by Truehl, seconded by Christianson, to approve the minutes of the April 12, 2017 RDA meeting as presented. Motion carried unanimously.

Presentation and possible action regarding website: Derek Westby:

Derek Westby went thru the Cities and Chamber's websites and what he envisioned for a new site for the RDA. Discussion took place as to what the group wanted to see on the new site. Calendar, pictures of success, agendas and links were all listed as items they wanted to be included in the new website. Westby will work with Isadex to transfer data from Chamber site and to get the domain names. Sveum requested Duranczyk to work with Westby on developing the new website and to bring back something for the group to look at during our next meeting.

Riverfront Redevelopment Area discussion and possible action regarding:

a. Initiate rezone to Planned Development:

Discussion took place on the rezoning of the Riverfront Redevelopment Area. Becker went thru the steps of the process of the Planned Development that will need to take place. This is a long process and it would be in the best interest if we initiated the process as soon as possible. Discussion included rezoning Eighth street and the little notch that the City owns as a part of the Planned Development. Moved by Duranczyk, seconded by Springman, to request Council initiate the Planned Development process for properties located between Fourth Street and Eighth Street and south of E. South Street to the Yahara River, Stoughton, WI, excluding single-family residential along E. South St. and 7th St. according to the map. Motion carried unanimously.

b. Design charrette:

- Review dates and schedule:

Becker reported that the dates of June 4th-7th were not going to work for the developer. Truehl suggested getting away from the work week and doing it on a weekend. June 9-11th was suggested as first choice with June 23rd-25th as backup dates. Becker will check with the design charrette team and the developers to see if they are available.

- Assign responsibility for publicity:

Discussion took place on how to publicize the design charrette. Advertising on websites, billboards, posters, city wide mailing, cable station, opera house marquee sign and city speed board signs were all discussed as options. Sveum requested that Hirsch spearhead the publicity aspect of the charrette.

- Scheduling of stakeholder timeslots:

This was tabled until we have firm dates and times for charrette.

- Potluck logistics:

Discussion took place as to where the potluck should be held. The EMS conference room with their kitchen was brought up. City staff will see if it is available and book for the June 9th-11th dates.

c. Millfab demolition update:

Becker reported the proposals for bids for demolition have been sent out and are

due at 1:00 p.m. on May 18th at City Hall. There will be a special RDA meeting held on Thursday, May 18th at 3:30 p.m. to choose a contractor. Becker has set up a site tour for any interested contractors on Tuesday, May 9th at 1:00 p.m. and for the design team to take a tour at 4:30 p.m. the same day. All members are invited to attend either tour.

d. Highway Trailer Building update:

Stephen Mar-Pohl from InSite Consulting Architects addressed the committee about his findings on the Highway Trailer building in regards to structural concerns that he found while preparing a proposal to survey the Highway Trailer Building. Top of his concerns are the roof that is open, letting water get in and further rotting the wood and the children that were documented playing on the property near the unstable building. LaBorde will discuss his findings with the Mayor and the Cities Risk Manager, Gillingham. Mar-Pohl presented a proposal to further evaluate the building at a cost of \$8,768. His proposal would include flying drones inside the building since it is not safe to enter and to further evaluate the building and the stability of the structure. He will also be able to estimate how much it would cost to both take down the building and how much to save the blacksmith shop portion of the building. If the building has any historical significance that could also play a part in what is able to be demolished or saved. Discussion took place on the cost of the proposal and where funding would come from. Moved by Christianson, seconded by Springman, to forward the proposal presented by InSite Consulting Architects for \$8,768 to the Finance Committee for a decision on accepting the proposal. Motion carried unanimously.

e. Movin' Out letter regarding site control and initiation of re-zone:

Dave Porterfield from Movin' Out addressed the Committee about his need for a letter from the RDA that he can submit to the grant committee he is applying to in regards to securing site control. The letter would not bind the City or the RDA to any agreement if the RDA decides to go with a different developer. Moved by Duranczyk, seconded by Springman, to authorize the RDA Chair, Peter Sveum, to sign the prepared letter that was in the packet. Motion carried unanimously.

f. Carpet Warehouse Building, 425 E South St – acquisition update:

Becker reported he believed the contingencies were satisfied and the title came back clean. LaBorde will check with the attorneys on a closing date.

Discussion and possible action regarding offer to purchase for Marathon Site, 314 West Main Street:

Todd Nelson addressed the Committee about his proposal for the Marathon Site. The site plan has changed very little from the last meeting when he presented the idea that he is looking to build (2)4 units consisting of 2 story – one bedroom, private entrances and covered garage units. His intent is to have the exterior complement the exterior of the Livsreise building that is kitty corner to the site. He is just in the beginning stages and has not brought anything to the Planning Commission or Council for approval at this time.

Moved by Truehl, seconded by Christianson, to close the meeting per State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties; the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session;

and then reopen for the regular course of business. Motion carried unanimously. Time closed: 7:30 p.m.

Moved by Truehl, seconded by Duranczyk, to reopen the meeting for the regular course of business at 7:51 p.m. Motion carried unanimously.

Discussion re: RDA statutory authority, By-laws, other legal matters and administration:

Sveum opened up the floor to questions from the members. Springman stated he would like to look at the RDA's By-laws and how they relate to the Council. He believes we need to strengthen them. Duranczyk suggested every May we review the By-laws and ordinances. Truehl inquired about the status of the CDA. LaBorde stated the RDA and Housing Authority audits need to be completed first and that they were almost done before the City can move forward with the CDA. LaBorde will provide an update at the next RDA meeting on the status of the CDA and Sveum requested Springman work on updating the By-laws and bring something back to the group to review.

Discussion re: RDA financial reports:

Duranczyk requested financial reports be provided that included all expenses, revenue, grants received and property purchased. LaBorde will work on providing reports that have this information.

Update: Revolving Loan fund:

No new loans to report. Sveum will request Kramper find ways to get information out about the RLF as he is a banker and that is usually the first point of contact for businesses looking to expand or remodel. Laura Trotter from the Chamber will put information in their brochure when space is available.

Future Agenda Items:

Extending TIF
Update on CDA
Special Meeting
Design Charrette
Riverfront Redevelopment Area
Website

Adjourn:

Moved by Christianson, seconded by Springman, to adjourn at 8:20 p.m. Motion carried unanimously.

Respectfully submitted,
Lisa Aide