

# REDEVELOPMENT AUTHORITY MEETING MINUTES

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

### Hall of Fame Room

**Present:** Roger Springman, Carl Chenoweth, Denise Duranczyk, Lukas Trow

**Absent:** Regina Hirsch and Brian Girgen

**Unexcused:** Ron Christianson

**Others Present:** Gary Becker, Todd Nelson, Bill Livick, Charles Vervoot, Bob Kardasz, Rodney Scheel, Dale Reeves, and Mayor Swadley

#### **Call to order:**

Springman called the meeting to order at 5:35 p.m.

#### **Introduction of new member Lukas Trow**

Lukas introduced himself and gave his background information. He has worked at McFarland State Bank for 5 years as a commercial loan officer.

#### **Communications:**

Chair Springman discussed the updated By-Laws. One more minor correction needs to be made and they then will be placed on our website. The RDA roster lists all new members, but some contact information may need to be updated. Members were encouraged to send correction needs to Chair Springman ASAP. Springman met with Finance Director Laborde on her last day to wish her well and give her a little gift and card. He thanked her for her time with us. Springman presented a 1929 grounds map of the Stoughton Mfg. Company which is now the backbone of the Riverfront Project area. Building Inspector Kittleson received the map from a Stoughton resident several years ago. Mayor Swadley and Springman met with Olivia Parry of the Dane County Housing Initiative last week. She talked about the importance of creating "Co-working spaces" for millennial telecommuting. She said at least four such companies now operate in Madison and she encouraged us to learn more about them. She is also keenly interested in workforce housing and encouraged Stoughton to consider such needs in the Riverfront area. Parry can come back and discuss this topic in more detail. Mayor Swadley is interested in working with her to see what resources and help she can provide on this topic and is working toward a proposal that would allow her to provide a variety of housing and economic development assistance. Springman passed out some handouts that Marlene Widra provided. She is very interested in housing and serving on an ad hoc committee or helping in other ways. Springman reviewed a packet handout on "middle housing" (housing of 2 to 10 dwelling units) that Gary Becker had provided. Duranczyk stated she is concerned about the amount of increment generated by these smaller housing units. She wondered if it is economically viable for the amount of TIF involved in the Riverfront Project. Chair Springman said that a development team led by Mark Earnst will be coming to Stoughton next Monday afternoon to tour the Blacksmith Shop and Riverfront Project area.

**Public Comment:** No citizens spoke.

**Approval of May 9, 2018 minutes:**

Duranczyk moved to approve, seconded by Chenoweth. All voted; passed unanimously.

**Agenda Repair**

None

**Old Business Items:**

- a. Update on Marathon site  
Closing will not happen on June 4th. Chair Springman was informed by Todd Nelson yesterday that it would not happen because his lender was not comfortable with site remediation uncertainties. Nelson said soil tests were done in 5 locations, all were contaminated with petroleum products and, ground water, which was at 30", was also contaminated. Nelson is concerned with remediation costs as he has spent a considerable amount already. Springman said action cannot be taken tonight owing to the lack of agenda preparation, but options can be reviewed and then an action can be taken on June 13th. Chair Springman met with the Mayor, Planning Director Scheel and Attorney Affatati to review options. There are three options: 1) Let offer lapse, but this would mean that we did not let Nelson satisfy the counter offer. 2) Could work with Nelson to create a new closing date, perhaps in middle of July, to allow one final time to remove all contingencies. A stipulation would be created to allow both parties to walk away if contingencies were not met and City would keep earnest money, and 3) Same as above with new closing date, but RDA could accept a secondary offer until closing. Attorney Affatati would draft these options into a usable form for next meeting. Duranczyk stated she thought the site was cleaned up and ready to go and doesn't understand how this situation happened. How can we avoid this in the future and how did the process fail? Mayor Swadley stated that from now on, all paperwork will run through the clerk's office so we have a record of site and project activities. We need a "keeper of the record" which should be City Hall.
- b. Update on Highway Trailer Demolition and Possible Action on Change Order # 2.  
Chenoweth gave an update on his work with Gary Blazek and Jon Onsguard. Even though Change Order has still not been developed, Earth Construction is committed to removing buildings along South St. to meet opening target of July 4th. Big problem has been coordinating schedules with structural engineer Dan Maki. Onsguard will be on vacation until June 11th, but he is confident that sufficient work will be completed to meet imposed deadline. Will walk through again and talk to contractor when get gets back from vacation. . Chenoweth will get a cost quote on various options to stabilize the Blacksmith Shop and how to fix the roof.
- c. Update on blacksmith Shop Stabilization and Structural Assessment.  
Little formal work has been done on structural assessment as Dan Maki has been unavailable. However, Chenoweth said that site walks have shown that the south wall of the Blacksmith Shop (the Annex wall) is very fragile and also a major stabilization concern along with the common wall between the Blacksmith Shop and Building "C". It is hoped that all parties will be able to do another site walk the week of June 11th to determine options for costing out.

- d. Update son TID 8 Project Plan and Public Hearing Needs with Possible Selection of a Hearing Date.

With confirmation from Council President Majewski that June 26th was available to the RDA for our two Public Hearings, Gary Becker reviewed the situation and said that he believes all notices and materials are in good order to meet that date. Chair Springman said that if this date was not selected, our next opportunity would be July 10th or 11th. If the 26th was chosen, our RDA Hearings would begin at 6:00 p.m. and run until 7:15 or perhaps 7:30. The regular City Council meeting would begin immediately after our meeting adjourns.

Chenoweth moved to have the meeting on June 26<sup>th</sup>, Duranczyk seconded. Motion carried 4-0. Gary Becker will immediately begin assembling official hearing notices and Project Plan materials for release to the City Clerk early next week.

#### **New Business Items:**

- a. Report of May 22<sup>nd</sup> presentation to Council and findings from Council Riverfront Project Survey

Chair Springman said he received six responses from council members. All were supportive of the direction the RDA is taking and current efforts to keep the process open and transparent. Council members liked the flyer and they are comfortable with RDA leadership. It still remains that council members are supportive of significant green space and a reasonable amount of ownership housing.

- b. Development of Draft Flyer for May 22<sup>nd</sup> Meeting and Future Directions.

Becker gave a brief overview of the current draft flyer. Much of the layout and graphics work was done by Suzanne Vincent. A number of changes and tweaks will be needed to get it ready for Public Hearing use in June.

- c. RDA Committee and Task Assignments with Possible Formation of Ad Hoc committees.

Chair Springman spoke to the need to make sure that key topics were being addressed by the RDA over the coming months. He reviewed the draft table and said we should get as far as possible this evening with essential assignments. This topic will also be taken up at June 13th meeting. Following are the results of the discussion and assignments:

Revolving Loan Program: Led by Lukas Trow and could turn into ad hoc committee

Riverfront I/E: Led by Regina Hirsch and she may seek additional help.

Green space/public gathering: Likely ad hoc but not assigned

Housing: Likely ad hoc but not assigned

Communication/Website: Not assigned

Whitewater Park Steering Committee: Led by Carl Chenoweth

Chenoweth offered two more topic or issues for the RDA to consider: project development and railroad corridor redevelopment. May be included in future assignment listing.

- d. Executive Director update: Not covered.

e. CIP and future budget planning needs

Duranczyk reviewed the current process being used by the city to establish annual budgets and capital expenditure needs within them. She said the RDA has never really formally engaged the process even though we have had on-going operational and administrative expenses. Duranczyk said CIP requests are due by June 15th, two days after our next meeting, and that is why she would like to flush out some capital needs items tonight. The CIP process takes into account capital expenditure needs five years out.

CIP Draft for RDA:

2019

Blacksmith Shop restoration	
Riverbank restoration	
Phase 2 Stoughton Hwy Trailer Building	grant

2020

River walk	\$70,000
Pedestrian Bridge	\$497,025
Lift Station	\$400,000
Public Works Garage Demolition	\$200,000

2021

Public Works Environmental Test/remediation	\$100,000
E. South Street improvements	\$200,000
4 <sup>th</sup> Street improvements	\$200,000
Bury electric power lines, E. South St	\$400,000

2022/2023?

Purchase additional properties	\$1.1-1.4 million?
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Discussion on Water main as well, no decisions were made.

d. Communications and Website Updating Needs.

Duranczyk provided a handout that summarized the architecture of the current site with updated suggestions for 2018. She pointed out that consistent administration and oversight will be needed to keep it current in what will be a most busy period of time. She recommended that we step back and work with John Montgomery and Derek Westby to make sure we have a plan that works going forward. Some RDA member must review and approve content placement before it gets added to the site.

**Future Agenda Topics and Date for Next Meeting:**

Next meeting will be June 13th.

Task and Ad Hoc Committee Update  
2019 CIP Review and Decision Making  
Property Acquisition Needs and Process  
Website Update  
Highway Trailer Change Order Update and Possible Approval  
Marathon Site Decision Making  
TID 8 Public Hearing Update and Promotion Needs

**Adjournment:**

Motion to adjourn by Chenoweth, second by Duranczyk, carried 4-0. Adjourned at 7:52p.m.

Respectfully submitted,  
Deb Blaney  
Accounting Specialist