

**MINUTES**  
**REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY**  
**Tuesday, May 14, 2013**  
**City Hall, Room 604**  
**1:30 p.m.**

**MEMBERS PRESENT:** Harry Maier, Chair; Gary Delveaux, Vice-Chair; Joe Moore, Matt Schueller, Tom Weber

**MEMBERS EXCUSED:** Jim Blumreich, Melanie Parma

**LIAISON REPRESENTATIVES:** Jeff Mirkes

**OTHERS PRESENT:** Rob Strong, Andy Rosendahl, Krista Baeten, Cheryl Renier-Wigg, Tony Wachewicz, Mayor Schmitt, Greg Flisram, Nic Sparacio, Josh Schaefer, Stephanie Schmutzer, media and others

**APPROVAL OF AGENDA:**

Approval of the agenda for the May 14, 2013, meeting of the Redevelopment Authority.

A motion was made by G. Delveaux and seconded by J. Moore to approve the agenda for the May 14, 2013, meeting of the Redevelopment Authority. Motion carried.

**APPROVAL OF MINUTES:**

Approval of the minutes from the April 9, 2013, regular meeting and April 30, 2013, special meeting of the Redevelopment Authority.

A motion was made by T. Weber and seconded by J. Moore to approve the minutes from the April 9, 2013, regular meeting and April 30, 2013, special meeting of the Redevelopment Authority. Motion carried.

**COMMUNICATIONS:**

None.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

It was requested to take Item 3 out of order.

3. Review and approval of a development agreement for Parcels 12-118 and 12-119.

G. Flisram stated that approval was given at a previous meeting to take \$300,000 from the Revolving Loan Fund to use on a project in the Walnut and Adams Street area. Since that time, discussions on that project are taking a new direction and will be discussed in more detail in closed session.

The closed session notice was read and a motion was made by T. Weber and seconded by G. Delveaux to convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of 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. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda. Roll call was taken and present were T. Weber, M. Schueller, J. Moore, G. Delveaux, and H. Maier. Motion carried.

A motion was made by T. Weber and seconded by G. Delveaux to return to open session. Motion carried.

H. Maier reported that during the closed session, the Authority reviewed the development agreement for Parcels 12-118 and 12-119 in the E. Walnut Street area.

A motion was made by J. Moore and seconded by G. Delveaux to approve the development agreement for Parcels 12-118 and 12-119 with amendments as discussed in closed session. Motion carried.

1. Review and possible action on Baylake Bank Agreement concerning KI Convention Center Expansion and Parcel No. 12-164.

T. Wachewicz stated that the agenda packet included a draft agreement that was part of the acquisition of the Clarion. This is part of a global settlement in which there are some objections filed throughout that process. He requested approval of the agreement and noted that if the Authority would like to discuss further details, closed session is recommended. The agreement is tying up some ends with respect to closing on the Clarion. The agreement was changed to address a claim that came in as part of the objection. The party had a lien on the Clarion property as part of the receivership action.

R. Strong stated that the funds would come from the KI Maintenance account.

A motion was made by G. Delveaux and seconded by M. Schueller to approve the Baylake Bank Agreement concerning KI Convention Center Expansion and Parcel No. 12-164. Motion carried.

2. Review and possible action on implementation of redevelopment plan for Olde North area.

G. Flisram stated that implementation of the Olde North redevelopment plan is starting, which involves the Webster Avenue corridor between downtown and I43. Staff would like to provide updates and strategy in closed session.

The closed session notice was read and a motion was made by J. Moore and seconded by T. Weber to convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of 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. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda. Roll call was taken and present were T. Weber, M. Schueller, J. Moore, G. Delveaux, and H. Maier. Motion carried.

A motion was made by T. Weber and seconded by M. Schueller to return to open session. Motion carried.

H. Maier reported that during the closed session, the Authority reviewed and approved the acquisition plan regarding the Olde North area.

4. Review and possible action on the KI Convention Center Project and Parcel 12-165.

R. Strong stated that the KI Convention Center expansion has been approved by the City Council and bidding should get underway this summer with construction starting before the end of the year. Parcel 12-165 is in this area and staff would like to discuss this parcel in closed session.

The closed session notice was read and a motion was made by T. Weber and seconded by G. Delveaux to convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of 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. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda. Roll call was taken and present were T. Weber, M. Schueller, J. Moore, G. Delveaux, and H. Maier. Motion carried.

A motion was made by T. Weber and seconded by G. Delveaux to return to open session. Motion carried.

H. Maier reported that during the closed session, the Authority discussed the KI Convention Center project and Parcel 12-165. The RDA instructed staff to proceed with action as discussed in closed session.

5. Review of bids and award of contract "CD 13-04 Walnut Street/Baird Street Intersection Improvements."

C. Renier-Wigg provided an updated on the intersection improvements project. The recommendation is to award the contract to the low qualified bidder, Martell Construction, Inc.

A motion was made by G. Delveaux and seconded by M. Schueller to award contract to low qualified bidder, Martell Construction, Inc., for \$158,994.00. Motion carried.

6. Review and approval of a request for funding for ballroom panel door hardware repairs at the KI Convention Center in the amount of \$10,500.

R. Strong provided information on the needed repairs, which include hardware to keep the panel doors moving properly. He contacted the architect for the expansion project to verify that these repairs would not be duplicated as part of the remodeling.

A motion was made by T. Weber and seconded by G. Delveaux to approve the request for funding for ballroom panel door hardware repairs at the KI Convention Center in the amount of \$10,500. Motion carried.

7. Review and approval of a request for funding for improvements to the wall panels for surface preparation and painting at the KI Convention Center in the amount of \$27,200.

R. Strong stated that an annual walk-through of the facility is conducted with Public Works engineers and these two requests for repairs were recommended.

A motion was made by G. Delveaux and seconded by J. Moore to approve the request for funding for improvements to the wall panels for surface preparation and painting at the KI Convention Center in the amount of \$27,200. Motion carried.

## **BILLS:**

8. Request for approval of final payment to Martell Construction, Inc. in the amount of \$1,599.88 for contract "CD 11-03 Part A Sidewalk & Pavement Repair."

A motion was made by M. Schueller and seconded by J. Moore to approve final payment to Martell Construction, Inc. in the amount of \$1,599.88 for contract "CD 11-03 Part A Sidewalk & Pavement Repair." Motion carried.

9. Acceptance of financial report and check register as provided.

A motion was made by G. Delveaux and seconded by T. Weber to approve the financial report and check register as provided. Motion carried.

## **INFORMATIONAL:**

10. Introduction of new Senior Accountant, Stephanie Schmutzer.

11. Update on selection of a consultant to prepare the Downtown Plan.

N. Sparacio provided an overview of the selection process. The review team consisted of representatives from various city departments, BID districts, Plan Commission, and the alderman representing downtown. Nine proposals were received and narrowed down on the basis of review criteria. The top four were interviewed using a structured scoring process as well as reference checks. The four proposals were competitive, but Lakota Group came out on top as the highest scoring. The review team felt a good chemistry with the Lakota Group and the ability to affectively collaborate with them. The contract negotiations have begun with the fine details being worked out. The planning process phasing involves engaging and analyzing, formulating alternatives, and formulating a master plan. There will be a robust community participation component with a Citizens Steering Committee and four public workshops, several staff work sessions, and opportunities to come back to the RDA, Plan Commission, and Council to give updates along the process. Staff is also looking into some on-line engagement tools to allow for dialogue, as well as public engagement incorporated with other things going on downtown, such as the Farmer's Market, Dine on the Deck, etc.

Two main reports will be provided as the Downtown Plan – an inventory piece that will give a state of the downtown and the master plan piece that will provide the vision and goals as well as specifics relative to priority, private redevelopment sites, Monroe Avenue corridor redevelopment opportunities, public investment sites, and a strong focus on implementation strategies.

The timeline calls for a complete first draft within six months of getting the consultant on board. The City Council will be asked to approve the contract next Tuesday. Funds remaining in an Inspection account that are no longer needed will be used as well as funds from TIF 5. The request for funding is going before the Finance Committee.

12. Update on CAPER submission to HUD.

K. Baeten provided copies of the CAPER report that was submitted to HUD.

13. Director's Report.

- The June 11, 2013, RDA meeting will be held at the KI Convention Center.

- R. Strong stated that the New Leaf Market concept is still being worked on; they are searching for a site. Other grocers have been encouraged to look at the downtown area as well.
- There was discussion regarding the parking lot construction behind the Glass Nickel Pizza. The project has gone out for bid and proposals have been received.
- Updated TIF reports were requested and will be put on the next meeting agenda.

Chair ruled for adjournment at 3:02 p.m.