

**MINUTES**  
**REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY**  
**Tuesday, May 13, 2014**  
**City Hall, Room 604**  
**1:30 p.m.**

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

**MEMBERS EXCUSED:** Melanie Parma, Matt Schueller

**LIAISON REPRESENTATIVES PRESENT:** Jeff Mirkes, Christopher Naumann

**OTHERS PRESENT:** Kim Flom, Cheryl Renier-Wigg, Mayor Schmitt, Tony Wachewicz, Greg Flisram, Jamie Blom, Fred Geisler, Dawn Foeller, media and other interested parties

**APPROVAL OF AGENDA:**

Approval of the agenda for the May 13, 2014, meeting of the Redevelopment Authority.

K. Flom requested to move Item 5 before Item 1.

A motion was made by J. Blumreich and seconded by J. Moore to approve the agenda as amended for the May 13, 2014, meeting of the Redevelopment Authority. Motion carried.

**APPROVAL OF MINUTES:**

Approval of the minutes from the April 8, 2014, regular meeting and April 15, 2014, special meeting of the Redevelopment Authority.

A motion was made by T. Weber and seconded by G. Delveaux to approve the minutes from the April 8, 2014, regular meeting and April 15, 2014, special meeting of the Redevelopment Authority. Motion carried.

**INFORMATIONAL:**

5. Review of TIF District status by Finance Director Dawn Foeller.

D. Foeller stated that TIF 4 through TIF 17 are open at this time. She distributed an annual report for each TIF District and provided a brief overview highlighting activity in each TIF District.

With respect to signing checks for the RDA, G. Delveaux asked D. Foeller for acknowledgement that the RDA is following accepted accounting procedures for separation of duties. D. Foeller stated that the department has separation of duties and also noted that the City is moving to a new ERP system, which will provide more visibility and also back-up abilities. She questioned if the RDA would be open to having electronic signatures on checks instead of personally signing them. She provided further information about positive pay, which will go into effect for the RDA account once the new system is up and running.

**COMMUNICATIONS:**

1. Communication from May 6, 2014, of the Common Council by Ald. Steuer to research a potential downtown site for a resource center for the Hope Task Force.

A motion was made by G. Delveaux to refer to staff.

K. Flom stated that staff is working on a memo to Ald. Steuer highlighting the zoning requirements for this type of use and what would be required in different areas of the City.

Ald. Moore indicated that Ald. Steuer is looking for the RDA to be actively involved in finding a specific location within a one-mile radius of St. John's. He requested to amend the communication to include this as part of staff's research.

A motion was made by J. Moore and seconded by G. Delveaux to refer to staff to research and find a specific location within a one-mile radius of St. John's for a resource center for the Hope Task Force. Motion carried.

**OLD BUSINESS:**

2. Review of approved CityDeck Landing elevations and materials.

K. Flom stated that the architect submitted revised elevations addressing the conditions required by the RDA. The revised elevations have been approved at the staff level. She provided an overview of the revisions, which include two arches at the Washington/Main Street corner. The RDA condition asked for four arches, but due to changes to the interior layout of the site, the retail space has shrunk and they were unable to get two arches on the Washington Street side and didn't want a non-symmetric look. For the view looking east down Washington Street, the corner feature will project a minimum of 20 inches from the primary façade. In order to do that, the City will grant easements to encroach onto public right-of-way. The four arches on the corner have been restored. Building materials were submitted for review.

Discussion followed on whether both the northeast and southeast corners were stepped out on the original rendering. T. Weber recalled that they were.

A motion was made by T. Weber and seconded by G. Delveaux to open the meeting for public discussion. Motion carried.

J. Blom recalled from the previous meeting that the discussion involved the southeast corner with the arches and the northeast corner returning the arches from the awnings. He stated that the northeast corner did not step out on the original plans.

A motion was made by G. Delveaux and seconded by J. Moore to return to regular order of business. Motion carried.

J. Blom confirmed that the patios are aluminum.

A motion was made by T. Weber and seconded by J. Blumreich to receive and place on file the approved CityDeck Landing elevations and materials. Motion carried.

**NEW BUSINESS:**

3. Review and approval of Request for Proposals for development site on the northwest corner of Chicago Street and S. Monroe Avenue.

C. Renier-Wigg stated that the properties on this corner were purchased with Neighborhood Enhancement funds and provided an update on the status of the properties. There has been interest in the site and staff would like to do a Request of Proposals for redevelopment of the site. Proposals would be reviewed by the RDA Real Estate Subcommittee and a recommendation brought forward to the RDA. There is not a firm deadline for the RFP to allow the opportunity to work with as many people as possible.

J. Moore requested that a summary of all the proposals be provided to the full RDA along with the recommendation from the Real Estate Subcommittee.

C. Renier-Wigg noted that she will add to the RFP that the land value is assessed at \$129,000.

A motion was made by J. Moore and seconded by G. Delveaux to approve the Request for Proposals as discussed. Motion carried.

**BILLS:**

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

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

**INFORMATIONAL:**

6. Update on KI Convention Center bid date extension.

K. Flom stated that the project is out for bid and the original bid date has been extended to give the contractors more time to respond. This will not change the project timeline. The bid date is now set for May 21 at 2:00 p.m. The RDA will hold a special meeting to award the bid on Thursday, May 22 at 3:15 p.m.

7. Director's Report and Project Updates.

K. Flom provided the following updates:

- The groundbreaking for the Dermond Property Investments apartment complex, called the Metreau, is set for May 28 at 4:00 p.m.
- Staff is working on updating the Disposition Map, which shows city-owned properties, and will bring it to the RDA meeting in June.

T. Wachewicz provided the following updates:

- Regarding the Clarion, discussions and work continues on closing and transferring the Clarion property to AHM. This relates closely to the KI Convention Center expansion project. Focus is currently on the construction schedule for the convention center as it relates to AHM's ability to get the financing, close on the property, and lock down a franchise agreement. The desire is to create the least amount of disruption for the hotel and to coincide the hotel remodeling with the convention center construction.
- Regarding the Watermark, a recent meeting was held with City staff, Vetter Denk, and Calumet County Bank. As a result of the meeting, cash flow proformas will be put together for different scenarios that were discussed. Another meeting will be held in a couple weeks to discuss the scenarios.

Chair ruled for adjournment at 2:40 p.m.