

**MINUTES**  
**REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY**  
**Tuesday, July 8, 2014**  
**City Hall, Room 604**  
**1:30 p.m.**

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

**MEMBERS EXCUSED:** Harry Maier, Chair; Melanie Parma, Matt Schueller

**LIAISON REPRESENTATIVES PRESENT:** Jeff Mirkes

**OTHERS PRESENT:** Kim Flom, Cheryl Renier-Wigg, Billie Jo Horsens, Kevin King, Tony Wachewicz, Dawn Foeller, Andy Rosendahl, Dan Lindstrom, Justin Harrsch, Scott Schoeneman, Bill Meindl, Scott Williams

**APPROVAL OF AGENDA:**

Approval of the agenda for the July 8, 2014, meeting of the Redevelopment Authority.

A motion was made by T. Weber and seconded by J. Blumreich to approve the agenda for the July 8, 2014, meeting of the Redevelopment Authority. Motion carried.

**APPROVAL OF MINUTES:**

Approval of the minutes from the June 13, 2014, regular meeting of the Redevelopment Authority.

A motion was made by J. Moore and seconded by T. Weber to approve the minutes from the June 13, 2014, regular meeting of the Redevelopment Authority. Motion carried.

**COMMUNICATIONS:**

None.

**OLD BUSINESS:**

1. Request to extend New Leaf Planning Option for Parcel 9-48, 901 Main Street.

C. Renier-Wigg stated that a representative of New Leaf requested to have this item pulled from the agenda. They are re-visiting their market analysis and doing more research and will come back at a future date. They were advised that their Planning Option is expired.

A motion was made by J. Moore and seconded by J. Blumreich to receive and place on file. Motion carried.

**NEW BUSINESS:**

2. Discussion and action on funds related to the KI Convention Center/Clarion projects.

T. Wachewicz indicated the need to discuss some additional funding that is important to both the KI Convention Center Expansion and Clarion projects. He stated that the Clarion will be closing on July 11, to coincide with the second phase of the construction of the KI Convention Center expansion as well as to get ready for AHM's remodeling and redevelopment of that property. The purpose of the closing is to help the whole project meet the anticipated timeline to open by August 1, 2015. The request, due to the upcoming closure, is for the RDA to authorize

an amount not to exceed \$150,000 from the KI Convention Center Maintenance Fund to pay out some holding costs, to get the property ready and prepped for the upcoming remodeling, and pay the second half property taxes (approximately \$60,000) due the end of July.

G. Delveaux questioned if it would be a temporary loan from the Maintenance Fund. T. Wachewicz indicated that the intent would be to replenish the fund. The balance in the fund is \$1.1 million.

T. Weber had further questions regarding the intent to replenish the fund. D. Foeller indicated that the fund gets funded through the maintenance agreement with the Hyatt and also donation from KI.

T. Weber questioned if this was a surprise.

T. Wachewicz indicated that it wasn't originally anticipated, but is due to a variety of situations with the project such as the delay with the convention center and the bidding process and the status of the AHM project. There have been discussions on the best way to address the issues, which is the reason for the request.

D. Foeller indicated that occupancy typically declines January through March and then rebounds, but they are not seeing a rebound due to the construction.

J. Moore indicated that \$200,000 was authorized to AHM last year as a maintenance fund. He questioned how much of that money remains and if those funds could be used with the balance coming from the KI Maintenance Fund.

D. Foeller stated that because occupancy has not rebounded, those funds have been exhausted so the additional funds are needed.

T. Wachewicz noted that there is also the management agreement component that relates to the maintenance fund and discussions are on-going with the Hyatt regarding the re-negotiation of the management agreement.

A motion was made by J. Blumreich and seconded by T. Weber to approve \$150,000 from the KI Convention Center Maintenance Fund. Motion carried with J. Moore voting no.

3. Review and award the Request for Proposals for 2014 HOME Downpayment Closing Cost Assistance to NeighborWorks Green Bay in the amount of \$100,000.00.
4. Review and award the Request for Proposals for 2014 CDBG Fair Housing Services to Metropolitan Milwaukee Fair Housing Council (MMFHC) in the amount of \$10,000.00.

Items 3 and 4 were discussed together. C. Renier-Wigg indicated that RFPs are done every year for the HOME and CDBG funded projects – one for Downpayment Closing Cost Assistance and the other for Fair Housing Services. The RFPs were sent to 10-12 agencies. The only RFP received for Downpayment Closing Cost Assistance was from NeighborWorks Green Bay. They have done a good job with the program in the past. The only RFP received for Fair Housing Services was from Metropolitan Milwaukee Fair Housing Council (MMFHC). They have done a good job with the program in the past. They do education for landlords once per year, do client counseling, and will follow up on cases if a fair housing complaint is received.

A motion was made by J. Blumreich and seconded by J. Moore to award the RFP for 2014 HOME Downpayment Closing Cost Assistance to NeighborWorks Green Bay in the amount of \$100,000.00 and to award the RFP for 2014 CDBG Fair Housing Services to Metropolitan Milwaukee Fair Housing Council (MMFHC) in the amount of \$10,000.00. Motion carried.

5. Request to purchase 1015 Smith Street using CDBG Impact Funds.

C. Renier-Wigg requested to hold this item until the next meeting as a response has not been received on the offer.

A motion was made by J. Blumreich and seconded by T. Weber to table until the next meeting. Motion carried.

6. Discussion on development opportunity for Parcel 5-930 (Chestnut and Kellogg).

C. Renier-Wigg indicated that staff is looking for input from the RDA regarding this property. Parcel 5-930 is the property behind the former homeless shelter site on the corner of Kellogg and Chestnut. Last year, Jeffrey Knutson purchased the homeless shelter property at 401-409 N. Broadway and asked for a development agreement to purchase this piece of land. A planning option was approved contingent on him coming in with plans, a financial statement, and earnest money. Those conditions have not been met so there is no development agreement. J. Knutson would like to do further expansion of the adjacent building and would like this parcel for parking. There has been interest expressed by another developer to do live/work units on the parcel. It is staff's opinion that the work done by J. Knutson on the former homeless shelter was not at the quality expected. There has also been communication from Captain Bongle at Green Bay Police with concerns about the property. Since September 2013 there has been 46 police calls to the property. The original reason the RDA purchased Parcel 5-930 was to facilitate a development at the former homeless shelter site.

Various options were discussed, such as to work with J. Knutson, to work with the developers interested in doing live/work units, or to send out an RFP for other opportunities.

J. Blumreich asked for clarification on the RDA's commitment to J. Knutson. C. Renier-Wigg stated that he made a proposal to do a substantial development on the site. The RDA approved a planning option contingent on a development agreement, but he didn't provide the plans or financial information required so a planning option and development agreement were never done. The RDA owns the parcel. Staff has been in contact with the J. Knutson and he wants the lot. It was noted that 409 N. Broadway is currently listed on Craigs List for sale.

A. Rosendahl worked with J. Knutson on this development and stated that the RDA provided authorization to proceed with an option to buy contingent on a development agreement. The development agreement never came to terms, but J. Knutson is under the impression that he has control of the parcel. The motion from the RDA last June was to approve the sale of the lot to J. Knutson for \$14,900, subject to a development agreement. A development agreement was never prepared or executed.

Discussion followed on the options of working with the developer interested in doing live/work units or going out for RFP. It was suggested that the City Attorney send a letter to Jeffrey Knutson clarifying that he has no option on the parcel. The developer for the live/work units will be invited to present their plans at the next meeting.

7. Request for short sale approval of 2058 Harold Street.

K. King stated that approximately \$5,000 in down payment assistance money is invested in the property. The property owner has moved out of the house and is trying to sell. The realtor submitted a letter on behalf of the property owner requesting a short sale. The home was purchased in 2005 for \$114,000 and is proposing to sell for \$62,000. Comparable properties in the area sold for an average of \$73,300. List price for comparables for sale in the area is approximately \$80,000. The bank offered to put \$1,500 towards the payoff of the RDA's second position loan. Staff is recommending to try to get \$5,000 more for the value of the property. Other possible options include working out a payment agreement with the current owner or with the buyer.

J. Moore expressed concern with it becoming another rental in a high rental area.

A motion was made by T. Weber and seconded by J. Blumreich to release the second position mortgage getting \$1,500 from the bank and approaching the seller about signing a note for the balance of approximately \$3,500. Motion carried.

**BILLS:**

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

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

**INFORMATIONAL:**

9. Update on University Avenue Corridor Brownfield Redevelopment Plan.

D. Lindstrom gave an update regarding the University Avenue Corridor Brownfield Redevelopment Plan; a 4½ mile corridor from the University of Wisconsin – Green Bay to the Downtown. The goal of the project is to establish the process and framework for implementation of a redevelopment program. He continued by stating the overall project structure is based in community participation and includes a support staff of consultants, planning department staff, and staff from other departments within the City of Green Bay. The plan is approximately 80% – 90% complete and the 4<sup>th</sup> public workshop was held in June of this year. The University Avenue Corridor Brownfield Redevelopment Plan was then outlined to include the ten goals, supporting objectives, and a series of action plan strategies. Renderings were shown regarding the desired public vision for the catalyst sites and other future redevelopment sites.

10. Director's Report and Project Updates.

Updates/discussion occurred on:

- Hotel Northland
- Metreau Apartments
- CityDeck Landing
- Activity on CityDeck and Leicht Park

G. Delveaux ruled for adjournment at 2:50 p.m.