

**MINUTES**  
**REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY**  
**Tuesday, April 14, 2015**  
**City Hall, Room 604**  
**1:30 p.m.**

**MEMBERS PRESENT:** Harry Maier, Chair; Gary Delveaux, Vice-Chair; Ald. Joe Moore, Melanie Parma, Tom Weber

**MEMBERS EXCUSED:** Jim Blumreich, Matt Schueller

**LIAISON REPRESENTATIVES PRESENT:** Dan Perron

**OTHERS PRESENT:** Kim Flom, Cheryl Renier-Wigg, Krista Baeten, Billie Jo Horsens, Kevin King, Kevin Vonck, Wendy Townsend, Ald. Dave Nennig, media, and others

**APPROVAL OF AGENDA:**

Approval of the agenda for the April 14, 2015, meeting of the Redevelopment Authority.

A motion was made by G. Delveaux and seconded by M. Parma to approve the agenda for the April 14, 2015, meeting of the Redevelopment Authority. Motion carried.

**APPROVAL OF MINUTES:**

Approval of the minutes from the March 10, 2015, regular meeting and April 8, 2015, special meeting of the Redevelopment Authority.

A motion was made by T. Weber and seconded by G. Delveaux to approve the minutes from the March 10, 2015, regular meeting and April 8, 2015, special meeting of the Redevelopment Authority. Motion carried.

**ELECTION OF OFFICERS:**

Election of Chair and Vice-Chair of the Redevelopment Authority.

G. Delveaux opened the floor for nominations for Chair. T. Weber nominated Harry Maier as Chair of the Redevelopment Authority. G. Delveaux seconded. G. Delveaux asked if there were any other nominations. There being no other nominations, a vote was taken and motion carried electing H. Maier as Chair.

H. Maier opened the floor for nominations for Vice Chair. T. Weber nominated G. Delveaux as Vice-Chair. M. Parma seconded. There being no other nominations, a vote was taken and motion carried electing G. Delveaux as Vice-Chair for the RDA.

**APPOINTMENT OF SUBCOMMITTEES:**

Selection of members to serve on various subcommittees of the Redevelopment Authority.

H. Maier appointed the members to serve on the subcommittees as follows:

Funding Administration Subcommittee

Jim Blumreich, Gary Delveaux, Joe Moore

Real Estate Subcommittee

Melanie Parma, Matt Schueller, Tom Weber

Community Development Revolving Loan Fund Committee

Gary Delveaux, Matt Schueller

**COMMUNICATIONS:**

None.

**OLD BUSINESS:**

1. Approve Greenfield Lease Terms.

K. Flom stated that attached in the meeting packet is a copy of the lease agreement for Hobart Iron and Metal to temporarily use the Greenfield site to dismantle a barge. The lease also protects the City, in the event of damage to the property or environmental issues. A \$10,000 surety bond will be required along with a monthly rent payment of \$2,500. The term of the lease will be approximately 12 months. Per the applicant, the lease will not be executed until scrap metal prices are in line with the cost of the barge. Approval of the lease terms is being requested, subject to minor technical and legal revisions. A lease copy will be brought back to the Authority upon execution.

H. Maier asked if the bond is refundable and when the project might be starting. K. Flom stated as long as there is no damage to the property, the bond would be refunded. A portion of the property would be sectioned off for the public to view the barge being disassembled. As far as a beginning date, it would depend on the market for scrap metal, although he would like to start this year.

A motion was made by M. Parma and seconded by T. Weber to approve the Greenfield Lease Terms. Motion carried.

**NEW BUSINESS:**

2. Review and approval of KI Convention Center Ballroom Naming Rights Agreement.

K. Flom stated that the George Kress Foundation has agreed to purchase naming rights for the KI Convention Center's grand ballroom in the expansion area. The funds from the naming rights will be used for part of the digital communication package. The room will be named George F. Kress Ballroom. A copy of the agreement is enclosed with the meeting packet for review.

A motion was made by G. Delveaux and seconded by Ald. J. Moore to approve the KI Convention Center Ballroom Naming Rights Agreement. Motion carried.

3. Request to purchase 422 Fourth Street using Neighborhood Enhancement funds.

C. Renier-Wigg stated this is a property in the Tank neighborhood. This is a vacant parcel that is adjacent to two other parcels owned by the RDA. If they are able to purchase this property, they will own all but one parcel, which they are hoping to work with the owners, and can create a new development site. The area will need to be rezoned. Currently there is some commercial and High Density Residential zoning uses. The property is listed for \$9,500. The seller has accepted a negotiated price of \$8,900 contingent on the Authority's approval.

H. Maier asked if there are funds available for the purchase. C. Renier-Wigg stated yes.

A motion was made by T. Weber and seconded by Ald. J. Moore to purchase 422 Fourth Street using Neighborhood Enhancement Funds. Motion carried.

4. Revolving Loan Fund Update.

G. Delveaux stated he asked for this item to be placed on the agenda to give the Authority an update. A list of open accounts and payment information was provided to the Authority. It was noted that a requirement for the loans is job creation.

H. Maier asked how we can let businesses know this money is available. C. Renier-Wigg stated that the Economic Development Department is the primary source for marketing the program.

A motion was made by Ald. J. Moore and seconded by T. Weber to receive and place on file the Revolving Loan Fund update. Motion carried.

#### 5. Home Improvement Loan Program Update.

K. King gave a brief history of the Home Improvement Loan Program (HILP) and how it has changed over the years. The program is HUD-funded through HOME program. The report presented covers from 2000 to present and includes program operation and financial performance information. The most difficult period for processing loans is 2008 to the present due to the recession. The challenge to get the money moving was the drop in equity due to the housing market crash, and very few applicants had enough equity to qualify for the program. The program is for low to moderate income families, and any devastating financial impact on the family can have a detrimental impact on the loan program. To try and lessen the chances for default a credit report is run on the homeowners to assess their financial stability.

C. Renier-Wigg stated this is a 0 percent interest loan and payable when the house is sold or transferred. The loan will sit out there until the property is sold. H. Maier asked if the Authority has any kind of input regarding the sale of the house. C. Renier-Wigg stated no. K. King stated occasionally a loan would be reviewed if the homeowner is requesting a short sale. C. Renier-Wigg stated that in working with HUD, the homes do need to be code compliant upon work completion. There will be additional requirements that will be implemented in the near future. K. King stated that HUD is in the process of refining rules; they've established new program rules and guidelines, but have delayed implementation. Part of the new guidelines will include updating the mechanicals of the house to ensure energy efficiency. A program that is missing from our portfolio is an emergency loan program for failing roofs or furnaces, etc. This program could be set up using CDBG funds. Staff will have to set procedures for its operation. Staff is currently working on new procedures to address the expected changes proposed by HUD. A meeting would be set up with the Real Estate Subcommittee to review the changes before bringing to the RDA for approval.

G. Delveaux questioned how much funding was currently available. K. King stated approximately \$100,000 is available and another \$100,000 is expected in 2015 funding. The maximum loan amount is \$24,999 per the program requirements, but it is based on available equity and the loan committee has the discretion to exceed that.

A motion was made by T. Weber and seconded by Ald. J. Moore to receive and place on file the Home Improvement Loan Program update. Motion carried.

#### **BILLS:**

6. Request for approval of final payment to Northeast Asphalt Inc., in the amount of \$2,535.91 for contract "CD 14-02: Part B Alley Resurfacing."

A motion was made by G. Delveaux and seconded by Ald. J. Moore to approve final payment to Northeast Asphalt Inc., in the amount of \$2,535.91 for contract "CD 14-02: Part B Alley Resurfacing." Motion carried.

7. Request for approval of final payment to Peters Concrete Co., in the amount of \$8,074.05 for contract "CD 13-01 West Side Railroad Corridor Trail."

A motion was made by Ald. J. Moore and seconded by G. Delveaux to approve final payment to Peters Concrete Co., in the amount of \$8,074.05 for contract "CD 13-01 West Side Railroad Corridor Trail." Motion carried.

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

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

**INFORMATIONAL:**

9. Director's Report and Project Updates.

K. Flom provided the following updates:

- Staff is reviewing two RFP responses for the 321-325 Broadway site. A meeting/interview will be scheduled with the respondents and include a member of the Real Estate Subcommittee to sit in on the interviews.
- There has been new interest in the property at Broadway and Kellogg with hopes of an RFP proposal in the works for that property.
- City Council approved the Strategic Behavioral Health project.
- The Watermark project is on the City Council's agenda for next week.
- Construction on the Metreau will be starting in late April with a projected opening date of summer 2016.

D. Perron provided some updates regarding Military Avenue projects.

Chair ruled for adjournment at 2:05 p.m.