



# MINUTES

## REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

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<b>Date and Time:</b>	October 1, 2014 4:00 PM	<b>Location:</b>	City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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**Present:** Chairperson Halverson, Alderperson Phillips, Commissioner Molski, Commissioner Adamski, Commissioner Schlice, and Commissioner Dugan

**Excused:** Commissioner Sawyer

**Also Present:** Executive Director Ostrowski, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Associate Planner Kyle Kearns, Sari Lesk, David Senfelds, Mary Ann Laszewski, Barb Jacob, Mary Meyer, and Maggie Keneen

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1. Roll call.

Discussion and possible action on the following:

2. Approval of the minutes from the August 12, 2014 Redevelopment Authority meeting.
  3. Approval of financial reports, claims, and statements from July 2014.
  4. Use of the Redevelopment Authority-owned land north of the Central Wisconsin Children's Museum, 1100 Main Street, for the Healthy Halloween Hoedown event sponsored by the Central Wisconsin Children's Museum.
  5. Acceptance of Ready for Reuse Grant and authorization for Chairperson and/or Executive Director to execute the Ready for Reuse Grant Contract relating to environmental remediation activities at the Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.
  6. AECOM Agreement for Environmental Services – Remedial Action Services – Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.
  7. Outstanding loan from the Redevelopment Authority on the property at 1248 Fifth Avenue, Stevens Point, WI 54481, and settlement agreement.
  8. Use of Housing Trust Fund interest revenue.
  9. Opening of proposals for Edgewater Manor. **No action will be taken on this item.**
  10. Executive Director's update (informational purposes only).
  11. Adjourn.
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1. Roll call.

**Present: Halverson, Phillips, Molski, Adamski, Schlice, Dugan**

Discussion and possible action on the following:

2. Approval of the minutes from the August 12, 2014 Redevelopment Authority meeting.

Chairperson Halverson said it should have been Commissioner Schlice, not Commissioner Dugan who was excused.

**Motion by Commissioner Adamski to approve the minutes from the August 12, 2014 Redevelopment Authority meeting; seconded by Commissioner Molski. Motion carried 6-0.**

3. Approval of financial reports, claims, and statements from July 2014.

**Motion by Commissioner Schlice to approve the financial reports, claims, and statements from July 2014; seconded by Alderperson Phillips. Motion carried 6-0.**

4. Use of the Redevelopment Authority-owned land north of the Central Wisconsin Children's Museum, 1100 Main Street, for the Healthy Halloween Hoedown event sponsored by the Central Wisconsin Children's Museum.

**Motion by Commissioner Schlice to approve the use of the land for the Healthy Halloween Hoedown with the staff conditions; seconded by Commissioner Adamski. Motion carried 6-0.**

5. Acceptance of Ready for Reuse Grant and authorization for Chairperson and/or Executive Director to execute the Ready for Reuse Grant Contract relating to environmental remediation activities at the Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.

Executive Director Ostrowski said that we were just notified that we did receive a grant in the amount of approximately \$155,000. We hope to have the property cleaned up later this year.

**Motion by Commissioner Schlice to accept the Ready for Reuse Grant and authorize the Chairperson and/or Executive Director to execute the Ready for Reuse Grant Contract relating to environmental remediation activities at the Former Lullabye Furniture Site; seconded by Commissioner Dugan. Motion carried 6-0.**

6. AECOM Agreement for Environmental Services – Remedial Action Services – Former Lullabye Furniture Site, 1017 Third Street, Stevens Point, WI 54481.

Executive Director Ostrowski said this contract would cover project oversight, management, and testing. There will be an amendment coming in the future to cover the actual excavation after the bids are received. This contract award is for \$59,809. The Redevelopment Authority would cover the DNR fees. The total estimated project costs are \$190,000. He said that we will also be applying for a Voluntary Party Liability Exemption (VPLE) Certificate.

**Motion by Commissioner Molski to approve the AECOM Agreement for Environmental Services – Remedial Action Services – Former Lullabye Furniture Site; seconded by Commissioner Adamski.**

Alderperson Phillips said we are going with AECOM because they have done the previous projects relating to this site. He asked if we go for bids or RFPs for this type of stuff. Executive Director Ostrowski said that we can go for proposals, but with this specific project, AECOM was awarded the contract from the state to do the phase 1 and phase 2 environmental assessments, so they have done all of the background work on this site. In addition, because of having the background knowledge on the site, we can get the site remediated this year, which would allow us to redevelop the site next year.

**Roll Call: Yeas - Halverson, Phillips, Molski, Adamski, Schlice, Dugan**

**Nays - None**

**Motion carried 6-0.**

7. Outstanding loan from the Redevelopment Authority on the property at 1248 Fifth Avenue, Stevens Point, WI 54481, and settlement agreement.

Executive Director Ostrowski said we had made a loan for this property, it then went through foreclosure, and we were never notified when the title report was completed. The property has since been purchased by another individual and we are unable to collect on this loan at this time. They have agreed to settle for a total amount of \$5,000 for both loans (RA and City). The original amount was \$20,000. The City has approved the settlement agreement at their last meeting.

Commissioner Adamski asked if we negotiated the settlement agreement with the title company. Executive Director Ostrowski said the title company has agreed to pay \$5,000.

Commissioner Molski asked if they had insurance for this type of thing. Executive Director Ostrowski said that because of the foreclosure, our recourse would be to purchase the property to collect on our loan.

City Attorney Beveridge said the title company missed our loan in the process and as a result the property changed hands without our loan being satisfied. Based on the research that he has done on the law, is that we as a junior lien holder cannot have our position become senior. The best that we can get is to be put in the position that we would have been if our loan had been identified, which would be a right to redeem.

**Motion by Commissioner Adamski to accept the settlement agreement for \$2,500; seconded by Alderperson Phillips.**

**Roll Call: Yeas - Halverson, Phillips, Molski, Adamski, Schlice, Dugan**

**Nays - None**

**Motion carried 6-0.**

8. Use of Housing Trust Fund interest revenue.

Executive Director Ostrowski said we have gotten a request for a loan out of our housing trust fund. Given the situation with Edgewater Manor at this time he wanted to bring this before the Board to determine if we want to make any more loans out of this account at this time, or wait until the Edgewater Manor situation is resolved. Furthermore, we need to decide if we would like to look at other projects for these funds, such as true redevelopment plans.

Commissioner Dugan said we should hold off until the Edgewater Manor situation is resolved and feels there are a lot of other projects that the authority may be able to undertake.

Commissioner Adamski asked what the current balance was, to which Executive Director Ostrowski said \$134,762 as of the end of July 2014.

**Motion by Commissioner Dugan to hold off on any further loan requests from the housing trust fund account until the Edgewater Manor situation is resolved, and then have a further conversation on the future use of these funds; seconded by Commissioner Molski. Motion carried 6-0.**

9. Opening of proposals for Edgewater Manor. ***No action will be taken on this item.***

Two proposals were submitted and opened for the Edgewater Manor property. The proposals were submitted from MSP Development, Inc. and Affordable Senior Housing of Central Wisconsin, Inc.

10. Executive Director's update (informational purposes only).

Nothing further was reported.

11. Adjourn.

**Meeting adjourned at 4:23 PM.**

**Approved:**

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**Andrew J. Halverson, Chairperson**

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**Date**

**Attest:**

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**Michael Ostrowski, Executive Director**

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**Date**