



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	June 21, 2016 4:00 PM	Location:	City/County Building City Conference Room 1516 Strongs Avenue Stevens Point, WI 54481
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Present: Chairperson Schlice, Alderperson Phillips, Commissioner Cooper, Commissioner Molski, Commissioner Gardner, and Commissioner Jahn.

Also Present: Executive Director Ostrowski, Comptroller/Treasurer Ladick, and Alderperson Dugan.

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1. Roll call.
 2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson.
 3. Public comment for pre-registered individuals for matters appearing on the agenda.
- Discussion and possible action on the following:
4. Minutes from the April 12, 2016 Redevelopment Authority meeting.
 5. Financial reports, claims, and statements from March, April, and May 2016.
 6. Request from Sand Creek Consultants / Dunrite Drycleaners to transfer monitoring wells relating to the former Lullaby Furniture environmental cleanup.
 7. Investment strategy for the Housing Trust Fund.
 8. Amendment No. 5 – AECOM Agreement for Environmental Services – Sub-Slab Vapor Mitigation and Soil Remediation System – Mid-State Technical College.
 9. Transferring Strongs Avenue and Third Street right-of-way areas to the City of Stevens Point.
 10. Lease/license portions of land located east of Third Street extended (portion of Parcel ID 2408-32-2029-66) to JLP Enterprises, LLC for parking purposes.
 11. Use of Housing Trust Fund revenue for redevelopment projects.
 12. Releasing a request for proposals (RFP) for a housing study.
 13. Director’s Update (informational purposes only)
 14. Adjourn.
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1. Roll call.

Present: Schlice, Phillips, Cooper, Molski, Gardner, Jahn

Absent: Sawyer

2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.

Discussion and possible action on the following:

4. Approval of the minutes from the April 12, 2016 Redevelopment Authority meeting.

Motion by Commissioner Phillips to approve the minutes from the April 12, 2016 Redevelopment Authority meeting; seconded by Commissioner Molski.

Motion carried 6-0.

5. Financial reports, claims, and statements from March, April, and May 2016.

Executive Director Ostrowski stated that the three months of financial reports, claims, and statements were mostly interest from the Housing Trust Fund principal account as well as loan payoffs. The balance went from \$328,000 at the end of March to about \$365,000 at the end of May.

Motion by Commissioner Gardner to approve the financial reports, claims, and statements from March, April, and May 2016; seconded by Commissioner Phillips.

Motion carried 6-0

6. Request from Sand Creek Consultants / Dunrite Drycleaners to transfer monitoring wells relating to the former Lullabye Furniture environmental cleanup.

Executive Director Ostrowski explained that Dunrite Drycleaners were going through an environmental assessment on their property, just east of the Lullabye site. He went on to summarize that the contamination on the site was a generally large plume that crept under Shopko and potentially to Main Street. It was recommended that the two monitoring wells located on the Guzman property just south of Dunrite Drycleaners be transferred. Staff recommended approval to transfer the wells in order to reduce costs as the Redevelopment Authority would not be responsible for abandoning the wells when going through case closure of the Lullabye site. He also stated that AECOM had received confirmation samples in regards to the extent of the contamination at the Lullabye site and would be moving forward with case closure. If agreeable, Sand Creek Consultants would move forward with prepping the transfer form which would put the closure of the wells away from the Redevelopment Authority. He also mentioned that Dunrite Cleaners were also interested in a third well, GP9, but the well was on Redevelopment Authority property and transferring it could have an impact on future developments.

Commissioner Gardner questioned whether seeking permission from the owner to allow the wells to remain would be a condition in the transfer, and asked what it would cost Dunrite Cleaners to install new wells versus the Redevelopment Authority abandoning the existing wells.

Executive Director Ostrowski confirmed that it would indeed be a condition of the transfer, and stated that the cost of installing a new well would most likely cost more than abandoning the existing well.

Commissioner Gardner expressed concern that a lot of work had been put into the property only for it to be impacted by the Dunrite property, and any attempts to recover funds had gone nowhere.

Executive Director Ostrowski reiterated that the cost to install new wells would be more than abandoning the existing wells and that it would ultimately reduce costs for the Redevelopment Authority.

Aldersperson Phillips requested a case closure timetable.

Executive Director Ostrowski stated that the site would be closed with conditions as there was still coal waste on the site that was assisting in the catching of the PCE contaminants. In regards to a timetable, he hoped for the current year and whether or not they could still get a voluntary party liability exemption certificate, as well as having everything done to DNR satisfaction.

Motion by Commissioner Cooper to approve the request from Sand Creek Consultants / Dunrite Drycleaners to transfer monitoring wells relating to the former Lullabye Furniture environmental cleanup; seconded by Commissioner Molski.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, Gardner, Jahn

Nays: None

Motion carried 6-0.

7. Investment strategy for the Housing Trust Fund.

Executive Director Ostrowski explained that they currently have the Housing Trust Fund investment account with Baird with about 2 million in the principle account. The interest revenue accrued from the account is placed into an account, and then reinvested or utilized to issue zero interest loans to low to moderate income individuals, as well as using it for other projects. He reported that there was currently an investment account sitting with approximately \$600,000 not making much money. He had discussed with Chairperson Schlice about looking at the city and seeing what they could do on their behalf instead of investing with Baird. He stated that some of the benefits of working with Comptroller/Treasurer Ladick would be the reduced fees as well as a quicker turnaround time. He mentioned the possibility of investing the current funds in another opportunity that would perhaps reduce liability or place them in a better position. The Redevelopment Authority had backed the Children's Museum loan, and was essentially responsible for payments. He mentioned that another possibility would be to take some of those investment dollars and work with the Children's Museum to refinance their loan and act as a lender to potentially make some interest. Lastly, he stated that the Children's Museum was due to refinance in 2018 and acting as a lender would not cause any loss to the Redevelopment Authority as they were already responsible for the loan.

Comptroller/Treasurer Ladick stated that he invested on a couple different funds on behalf of the city through Schwab, which was one-eighth the cost of Baird. He also stated that the biggest difference in regards to investments was that Baird liked to go with more federal agency funds whereas he would invest in more Wisconsin municipals that are taxable and produce slightly better returns. He also liked that the funds were more diversified and felt municipalities were easier to deal with, as well as having a real comfort in investing with them personally.

Chairperson Schlice agreed that Wisconsin municipals were generally safe.

Executive Director Ostrowski expressed concern about pulling money out of the Baird account when their name was on the account for backing payments for the Children's Museum. He would ideally want

to eliminate that issue to make moving out of Baird easier, but stated that they may have to keep a certain amount of funds within the account to guarantee the payments for the Children's Museum.

Commissioner Molski asked if the Children's Museum was making payments and if they were up to date.

Executive Director Ostrowski confirmed that the Children's Museum was up to date on payments when last checked.

Chairperson Schlice asked for the original amount of the loan to which Executive Director Ostrowski stated that they had taken up to \$600,000 resulting in \$3,900 payments.

Chairperson Schlice questioned if there had been a discussion with the bank of when they would be able to get off the hook for the entire loan when they already had 33% down. He stated that at some point they should have some equity in the building so they wouldn't have to cover 100% of the loan.

Comptroller/Treasurer Ladick asked if Chairperson Schlice was talking about making the loan out of the city general fund.

Chairperson Schlice clarified that he just meant at some point they shouldn't have to cover the entire amount on the loan because they are now gaining equity.

Executive Director Ostrowski explained that he had spoken with the banker at Community First about the possibility of reducing their liability for the loan. Ideally he would want to remove the bank completely and become the lending institution in its place.

Aldersperson Phillips asked if it were possible to get rid of it entirely.

Executive Director Ostrowski doubted that the bank would let them off the hook completely as there was no reason to, but they may be able to reduce their liability. He mentioned that the value of the building may cover the remaining balance of the loan.

Chairperson Schlice asked if they could put pressure on them to see about refinancing.

Commissioner Gardner mentioned that they wouldn't be refinancing until 2018.

Aldersperson Phillips stated that there may have been some financial troubles with the borrower.

Executive Director Ostrowski confirmed that there had been some challenges but hoped they would continue to make payments.

Chairperson Schlice commented that the situation was not part of the agenda to which Executive Director Ostrowski confirmed and asked for direction on switching from Baird to the city for investments so they could later explore options with the Children's Museum as a separate agenda item. He stated that switching made a lot of sense as it would reduce cost and make investments quicker and cleaner for funds sitting in the cash account.

Motion by Commissioner Gardner to approve switching how investments are handled from Baird to the City Treasurer with the condition that the arrangement be reviewed if a new treasurer were to be elected; seconded by Commissioner Jahn.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, Gardner, John

Nays: None

Motion carried 6-0.

8. Amendment No. 5 – AECOM Agreement for Environmental Services – Sub-Slab Vapor Mitigation and Soil Remediation System – Mid-State Technical College.

Executive Director Ostrowski explained that the Amendment No. 5 regarding the Sub-Slab Vapor Mitigation system under Mid-State was part of their ongoing environmental remediation for the mall redevelopment project. He briefly reminded the commission that the vapor mitigation system had been running under the floors of Mid-State since its initial occupancy downtown. Lastly, it was close to getting low level readings back so the amendment was to finish out a few more samplings before decommissioning the system.

Aldersperson Phillips asked whether they would accept bids on similar projects or if AECOM would receive it.

Executive Director Ostrowski confirmed that they would entertain any and all environmental firms at that time. He explained that it had been very difficult in the past dealing with environmental contamination in terms of knowing where it ended and where it began. Even though they were able to identify the source of contamination under the mall during its redevelopment project, they had a hard time determining where the contamination was due to the leveling of the site during the construction of the mall. He also explained that figuring out the extent of the contamination and eventually removing it could get costly, but it would be difficult to switch firms at the present time since a new environmental firm may not rely on the data of the old environmental firm.

Commissioner Jahn asked if anyone was familiar with the Brownfields and funds for helping. She was surprised to know how much had been made available.

Executive Director Ostrowski mentioned that they had received significant amounts of funding for downtown projects from the WEDC (Wisconsin Economic Development Corporation) and Department of Commerce, as well as the DNR (Department of Natural Resources) and EPA (Environmental Protection Agency). He also mentioned that the DNR would be holding their Brownfields conference in Stevens Point in the fall and they had been asked to present on how much the DNR had assisted them.

Motion by Commissioner Gardner to approve the Amendment No. 5 – AECOM Agreement for Environmental Services – Sub-Slab Vapor Mitigation and Soil Remediation System – Mid-State Technical College; seconded by Commissioner Cooper.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, Gardner, John

Nays: None

Motion carried 6-0.

9. Transferring Strongs Avenue and Third Street right-of-way areas to the City of Stevens Point.

Executive Director Ostrowski briefly summarized the transferring of the Strongs Avenue and Third Street right-of-way areas from the Community Development Authority to the City of Stevens Point. He mentioned that while they had discussed the concept, they had never formally done the warranty deed.

Motion by Commissioner Gardner to approve the transfer of the Strongs Avenue and Third Street right-of-way areas to the City of Stevens Point; seconded by Commissioner Molski.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, Gardner, John

Nays: None

Motion carried 6-0.

10. Lease/license portions of land located east of Third Street extended (portion of Parcel ID 2408-32-2029-66) to JLP Enterprises, LLC for parking purposes.

Executive Director Ostrowski explained that they had previously executed the lease in 2014. The deal was for JLP Enterprises to maintain the dumpster corral area in exchange for 7 leased parking spaces. He explained that the city would not be responsible for coordinating with tenants and mentioned that JLP Enterprises did general cleanup. JLP had accrued some costs that may warrant a new agreement in the future, but overall the lease had worked well in the RA's favor and recommend approval for another two year term.

Commissioner Gardner requested information on JLP Enterprises.

Executive Director Ostrowski explained that they have been dealing with Michael Beacom, owner of the Downtown Plaza building.

Motion by Alderperson Phillips to approve the lease/license portions of land located east of Third Street extended (portion of Parcel ID 2408-32-2029-66) to JLP Enterprises, LLC for parking purposes for another two year term; seconded by Commissioner Molski.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, Gardner, John

Nays: None

Motion carried 6-0.

11. Use of Housing Trust Fund revenue for redevelopment projects.

Executive Director Ostrowski explained that in the past, the Housing Trust Fund has been used to provide zero or low interest loans for low to moderate income individuals to do property related repairs, adding that CAP services had been administering those funds. Now that a number of those loans were beginning to be repaid, the Housing Trust Fund was growing and approaching \$380,000. He stated that the balance was initially placed on hold until it was determined what they were going to do Edgewater, but now that the property had been satisfied with the transfer to the city. He explained that CAP Services' funds were depleting and discussed the possibility of partnering with them on a number of projects adding that the average cost per project was \$20,000-30,000.

Another option proposed was a "worst house on the block" project, stating that Green Bay had a similar project. In this instance the Redevelopment Authority would purchase a property and issue out an RFP where developers and contractors could bid on it. He went on to explain that rehab conditions or requirements could be set for the property, and then only sold were the conditions met within the RFP. The buyer could then proceed to sell the property for a profit.

Commissioner Gardner asked whether Green Bay took title of the property.

Executive Director Ostrowski confirmed that they did take title of the property.

Commissioner Gardner summarized the RFP process for clarity and asked if the selling negotiations between the contractor and the city were based upon what they thought they could get from the property after the redevelopment had occurred.

Executive Director Ostrowski explained that the contractors and developers would submit proposals stating how much they would be willing to pay for the property and how much of an investment they were putting into the project. If the RA board wished, the proposals could come back to them for voting.

Commissioner Gardner requested to know the recourse if developers began substituting materials to save costs.

Executive Director Ostrowski explained the recourse would depend on the type of security that would have been placed in the deal, but stated that the program had worked really well for Green Bay and summarized other projects they had implemented, but reminded the board that Green Bay was an entitlement community, thus making them eligible for federal funds. He also suggested working out deals with the county to purchase vacant lots that were not selling.

Commissioner Jahn stated that they had to have some control of the project and suggested a step-in process that would have someone check in on the property every couple of weeks.

Executive Director Ostrowski mentioned that Green Bay did have additional staff, so a cause for concern would be how Stevens Point would deal with it due to limited staff and whether that meant partnering up with another organization. A proposed option was to do a lean release in stages as the project progressed. He also discussed the creation of the Neighborhood Improvement Coordinator position, stating that a challenge to the position was dealing with individuals who were not able to afford repairs when a violation order was issued. He went on to say that there was no reason to continue to fine or cite the property owner when they had no financial means to pay for it.

He explained the new position would be charged with finding resources or assistance to aid those individuals through. Whether the Redevelopment Authority would issue a grant or loan from the Housing Trust Fund, he currently could not say noting the property would be high risk due to the order issued.

Commissioner Gardner was concerned the funds could be depleted within the year. He expressed reluctance to release funds to individuals who did not upkeep their home rather than giving it to those who wanted to keep up their home but could not do it financially.

Executive Director Ostrowski agreed that he wouldn't want to spend too much money on any one home, but also noted that they did not have to use all funds for these particular projects. Violations could be very easy fixes or very comprehensive. He reported that there were approximately 75 open orders for exterior property violations, and 12 of those may be severe, also adding that of those 12 properties, not all of them would fall in the low to moderate income bracket.

Commissioner Jahn requested to know what guidelines would be used for income.

Executive Director Ostrowski stated they would use similar guidelines as CAP Services.

Commissioner Gardner stated that CAP Services followed federal guidelines which were 80% of the median income. He expressed concern that a large majority of homes would fall into that category.

Executive Director Ostrowski confirmed that the city had one of the oldest housing stocks in the county, the oldest population, as well as the poorest population. He stated that he did not believe income qualifications would be a big issue and instead would rather focus on designing a program to take care of the community's needs. While many issues related to external violations, he mentioned that there may be critical components within the home that needed assistance, such as replacing a furnace. Overall he hoped to improve the neighborhood and potentially encourage neighbors to keep up their properties. Lastly, he stated that if the city was going to really begin enforcing some of the problem properties that they needed to have a means of assisting people.

Chairperson Schlice asked whether they could do a deferred special assessment on the properties stating that they would be able to collect no matter what as it was considered a tax item as opposed to a lien.

Executive Director Ostrowski referenced an existing solar renewable energy program that used special assessment.

Comptroller/Treasurer Ladick agreed that it was a good, but that they may have to place it as a special charge instead of a special assessment.

Chairperson Schlice stated that one could defer payments until it sold or place conditions where they would require minimal payments every year until the property is sold.

Commissioner Gardner reminded the board that the county got burned on the waterpark development in Plover, also stating that they may have changed their ordinance such that they were no longer responsible for specials in the event of a foreclosure.

Executive Director Ostrowski confirmed that they were not guaranteed to pay to which Commissioner Gardner questioned even doing it.

Chairperson Schlice stated they could use the tax law to go after them, but they would have to do the collecting in place of the county. He mentioned that they would not have a clear title until it was collected.

Commissioner Gardner asked what would happen if someone defaulted on a house and there was a special charge against it.

Commissioner Jahn stated they would never go to closing because the company would not clear the title. She added that one could not transfer a property without a clear equitable title.

Chairperson Schlice suggested that it may be in the bank's best interest to pay it off to which Commissioner Jahn agreed.

Chairperson Schlice added that it would be giving them some sort of tool, noting that it would most likely not be a lot of money.

Commissioner Gardner requests that they explore more options to which Chairperson Schlice agrees to look into it.

Executive Director Ostrowski called for an agreement to utilizing some of the funds.

Commissioner Jahn stated it was a good idea, adding that they need to select what programs to implement to which Executive Director Ostrowski agreed that they had to formulate the program's policies and requirements.

Chairperson Schlice added that they also need to decide how much they're going to allocate towards the programs.

Commissioner Gardner asked if there were currently 75 orders out to which Executive Director Ostrowski confirmed, but also noted that maybe only 10-15 of those 75 would be larger projects.

Commissioner Gardner reiterated his concern on giving funds to people who were not maintain their home.

Commissioner Jahn agreed, but also interjected that there were a number of homes where elderly residents on fixed incomes could not upkeep their home. She added that they had no control when compared to student housing where the owner did not care about keeping up the property.

Executive Director Ostrowski asked that the properties being considered be owner-occupied and they not get into rentals.

Commissioner Jahn agreed and also stated that the larger projects amongst the 75 orders could be rental properties. Executive Director Ostrowski can see there being enough properties to deplete funds.

Commissioner Molski asked if the properties would be strictly owner-occupied to which Executive Director Ostrowski confirmed they would be. Commissioner Gardner agreed.

Commissioner John requested to know the process in which the cases would be looked at.

Executive Director Ostrowski explained that an option would be to review or approve each case by staff as the timeline was not critical, stating he would not want to adhere to closing times set by the bank. He added that involving a bank may pose a bigger challenge and would rather not have them involved.

Commissioner Jahn volunteered to go out and assess the properties and suggested someone speak to the home owner.

Chairperson Schlice did not agree with a commissioner going out and doing that.

Executive Director Ostrowski explained that that a building inspector would go out and assess the property to see what was needed as they would be issuing the orders. He added that the funds would not only have to come out of the RA funds, but that the Neighborhood Improvement Coordinator could steer the owner towards any resources, organizations, or services to assist with repairs.

Commissioner Jahn asked if there was a Neighborhood Improvement Coordinator to which Executive Director Ostrowski stated that they had just created the position the day prior.

Commissioner Molski would like discuss with CAP Services to see how they select applicants and suggested working with someone to help assist in stretching funds, adding that they don't want to be funding 100% of the project, nor do they want to supervise those who may be contracted.

Executive Director Ostrowski explained they could look at the value of the home and whether there were existing liens/loans on the property as they wouldn't want to throw money at a home that would go under, go into foreclosure, or possibly be torn down. He suggested that it may not be a bad idea to have those individual requests go through the board for review.

Commissioner Molski mentioned there had been some challenges with CAP Services not looking into the financial ability of applicants.

Executive Director Ostrowski stated they could work with CAP or create a more modified program, adding that they were willing to work with the city.

Chairperson Schlice agreed there was an issue with CAP Services not looking into the financial ability of the applicant. He suggested looking into covering portions of interest on loans if people were to make on time payments so they would only be on the hook for interest.

Commissioner Gardner requested to know how new properties would fit into these projects.

Executive Director Ostrowski mentioned that they could look into redevelopment project plans for the city, citing the mall as the last project.

Commissioner Gardner asked if they could get into rehabbing the Emmerson School property.

Executive Director Ostrowski explained that if they were to get into the redevelopment initiatives on a larger scale that they would need to carry out those initiatives as outlined in statutes. He explained that getting the comprehensive plan completed would help to identify general redevelopment areas, also noting that they may not be able to do all projects proposed due to limited funds.

Commissioner Gardner would like to see funds go into new projects instead of having it all go into homes.

Commissioner Gardner directed staff to provide the board with cost estimates of different options that the Redevelopment Authority could spend funds in order to get a sense of scale and costs when selecting new projects.

The Redevelopment Authority reached a general consensus on pursuing cost estimates of potential redevelopment projects using portions of the Housing Trust Fund.

12. Releasing a request for proposals (RFP) for a housing study.

Executive Director Ostrowski requested approval for releasing a request for proposals for a housing study. He explained that through meeting with certain organizations and groups, it had been indicated that there was a lack of housing stock within the city.

Aldersperson Phillips asked when the last study was done.

Executive Director Ostrowski stated he is not aware if the city ever did a full market rate public housing study, asking Commissioner Gardner for confirmation to which he replied that they had not done one.

Commissioner Gardner requested to know the range of the study in terms of the community.

Executive Director Ostrowski explained that the study would focus on the city, but also look at outlining areas. Specifically, he was looking to get information on types of housing that were in demand, the general range of value those homes had, as well as where they should be physically located.

Commissioner Gardner requested to know what Executive Director Ostrowski would do with the housing study once it was received.

Executive Director Ostrowski stated that once he knew what the city needed in terms of housing, he would go after developers to focus on those types of construction. He also stated that contractors would ask what type of development was needed, where was it going, and if there was a demand for it. Were they to have the housing study, he would be able to answer these questions. Another issue he came across from the business retention and expansion program was the lack of a workforce followed by a lack of housing when an employer does find workers.

Commissioner Jahn stated that she never understood why the bus system was contained to the Stevens Point area.

Commissioner Molski stated it was due to surrounding areas not wanting to contribute to funds, with Commissioner Jahn adding that a workforce from lower paid jobs may not have transportation.

Commissioner Jahn went on to state that the housing study was a good idea, but felt there were not enough developable areas in Stevens Point. She expressed concern in attracting developers only to conclude that there were no developable areas.

Executive Director Ostrowski explained that the Redevelopment Authority focused solely on redevelopment projects, but did agree that the city needed to look into that as a whole as he was aware of the lack of available land for new construction.

Commissioner Jahn stated the city was losing taxes to the surrounding towns.

Executive Director Ostrowski explained that new developments do not always pay out and that it is largely based on the type of housing, how dense the area is, the value of home, and any additional services that may be required, such as garbage collection.

Commissioner Jahn asked if money was lost on the Whitetail project to which Chairperson Schlice confirmed that they had not. Executive Director Ostrowski mentioned that it had added value to the community, but reiterated his point in new developments not always paying out.

Aldersperson Phillips referenced a previous potential development where the developer had been excited to build until he was told he had to have sidewalks put in. He went on to add that the developer was currently building a large complex in Plover.

Executive Director Ostrowski stated that sidewalks were not the deciding factor in moving the development, but rather the cost of land.

Aldersperson Phillips stressed that the council placed too many restrictions and requirements on developers and it needed to stop to which Chairperson Schlice suggested coming up with a plan that would detail the direction they wanted to go in.

Executive Director Ostrowski stressed that while attracting people to the city was not due to a single issue, having the housing study would be beneficial in seeing what was needed. He requested permission to draft a request for proposals, have those submitted, and then bring back to the authority for review. The housing study cost would range from \$20,000-30,000, depending on the complexity.

Aldersperson Phillips asked if public housing needed to be included in this new study.

Executive Director Ostrowski did not think public housing needed to be included, stating that the study would look at low income properties. He stated that recommendations would be all encompassing of what the value of housing should be, where should it be, and what type of housing it should be.

Chairperson Schlice clarified that Executive Director Ostrowski was looking for permission to send out an RFP which would be reviewed upon receipt.

Executive Director Ostrowski asked for a general consensus on moving forward with the RFP even if it came back higher than expected, citing the long process of actually drafting an RFP only to decide not to go through with it.

Commissioner Gardner asked if it was possible to receive housing studies that had been completed by the bidders for reference. He explained that it would be nice to see what they have done for other communities to which Executive Director Ostrowski stated he would provide the information.

Alderperson Phillips questioned whether \$25,000 was appropriate to spend on a housing study, to which Commissioner Gardner agreed and added that seeing the difference in information with regards to pricing would assist in that decision.

Executive Director Ostrowski confirmed that the last study for the city was \$10,000-18,000, but was somewhat limited. He indicated that that it would be at least \$25,000-30,000, and even possibly over \$40,000 depending on how in depth they wanted to go.

Commissioner Gardner asked if it would set back the timeline too far to which Executive Director Ostrowski stated he would provide the requested information, but it would take a month or two to draft and turnaround.

Commissioner Gardner asked what the business council was doing to which Executive Director Ostrowski explained they were attempting to attract workforce into the community, as well as other benefits or values that would help meet the needs of the community.

Commissioner Gardner expressed concern in attempting to attract workforce at the same time as other communities when the workforce was already low across the state.

Executive Director Ostrowski mentioned that individuals valued different things and the housing study would assist in figuring out what those values are relating to housing.

Commissioner Jahn stated that developers were very careful in choosing locations and that they often considered the surrounding community, its lifestyle, the housing market, and demand and therefore would be concerned about not moving forward with the housing study as they would not have the data to attract new business.

Executive Director Ostrowski explained that they wanted to attract new employers while also attracting workforce for existing employers. He stated not many communities could say they have the workforce and mentioned that even financial institutions that fund the projects are looking to see if there is even a demand. In closing, the study would help set the city apart from other communities by proving there was a demand. He stated that the costs of the study could be made up in tax revenue where they to begin landing development projects. To Commissioner Gardner's point, he also agreed that having locations to build was important, but if they could keep the developments more compact, it would help raise the value of the city as a whole as there were current issues with expansion to the east.

Motion by Commissioner Jahn to release a request for proposals (RFP) for a housing study; seconded by Commissioner Cooper.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Molski, John

Nays: Gardner

Motion carried 5-1.

13. Director's Update (informational purposes only)

Executive Director Ostrowski explained that they had done the CSM for the Cobblestone Hotel site so it had been recorded. He had ordered the title commitment which had been provided to Cobblestone and they were beginning to put together their ALTA. He noted that site and landscape renderings, as well as plans, had been submitted for review, stating that the project was continuing to move forward.

He also in discussions with Blenker for incentives for their potential development stating that they may require an extension on their option time.

Executive Director Ostrowski briefly requested the next Redevelopment Authority meeting to take place on July 11, the same day the results of the Audit would be delivered to the city council during the finance committee meeting in order allow the auditors to present to the committee for their portion of the audit. He explained that the auditor had brought up a number of discrepancies discovered between the Housing Authority receivables list and CAP Services' receivables list. Lastly, he summarized the need to review items listed to see which ones did not need to be on the Housing Trust Fund side of the books.

Commissioner Molski requested clarification on a list item for \$30,500.

Executive Director Ostrowski confirmed that each item needed to be reviewed individually, and that this would be in front of the Board at a later date.

Chairperson Schlice and Commissioner Cooper expressed concern over the last three items on the list to which Executive Director Ostrowski affirmed the need for each item to be reviewed individually.

Commissioner Gardner was pleased with the changes to Edgewater and had closing statements for Blenker and other potential future developments.

14. Adjourn

Meeting adjourned at 5:20 PM.

Approved:

John Schlice, Chairperson

Date

Attest:

Michael Ostrowski, Executive Director

Date