



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	July 10, 2018 3:00 PM	Location:	City Conference Room 1515 Strongs Avenue Stevens Point, WI 54481
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Present: Chairperson Schlice, Commissioner Phillips, Commissioner Cooper, Commissioner Gardner, and Commissioner Segura

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

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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 and actions of the Redevelopment Authority meeting(s) of April 17, 2018
 5. Financial reports, claims, and statements from April 2018 and May 2018
 6. Acceptance of the Plan Commission's recommendation for the purchase of 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414)
 7. Purchase 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414)
 8. Selection of consultant for the Targeted Area Master Plans (Downtown and Division Street)
 9. Purchase of 601 Second Street
 10. Enter into closed session pursuant to Wisconsin Statute s 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to the following:
 - a. Negotiating the terms of a possible development agreement relating to 1017 Third Street (Parcel ID 281240832200301)
 11. Reconvene into open session (approximately 30 minutes after entering into closed session) for possible action on the above.
 12. Director's Update.
 13. Adjourn.
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1. Roll call.

Present: Schlice, Cooper, Gardner, Segura

Absent: Sawyer

Commissioner Segura introduced himself and provided a brief summary of his profession and expertise.

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.

No one registered to speak.

3. Public comment for pre-registered individuals for matters appearing on the agenda.

No one registered to speak.

Discussion and possible action on the following:

4. Minutes and actions of the Redevelopment Authority meeting(s) of April 17, 2018

Motion by Commissioner Gardner to approve the minutes and actions of the Redevelopment Authority meeting(s) of April 17, 2018; seconded by Commissioner Cooper.

Motion carried 4-0.

5. Financial reports, claims, and statements from April 2018 and May 2018

Executive Director Ostrowski noted that no significant changes had occurred, that there was close to \$500,000 in the Housing Trust Fund, and that a budget amendment regarding the Redevelopment Authority programs would come before them at the next meeting.

Commissioner Gardner inquired on whether the Children’s Museum was making payments as agreed, to which it was confirmed that they were.

Motion by Commissioner Cooper to approve the financial reports, claims, and statements from April 2018 and May 2018; seconded by Commissioner Gardner.

Motion carried 4-0.

6. Acceptance of the Plan Commission’s recommendation for the purchase of 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414)

Executive Director Ostrowski summarized the Plan Commission’s recommendation to purchase and Finance Committee’s approval to fund the purchase of 1013 Second Street and 1016 Third Street, noting that they had signed an Option to Purchase for \$300,000 in addition to closing costs. Lastly, the City had been rewarded a Brownfield Grant and had asked the EPA for the distribution of pre-awarded funds.

Commissioner Segura asked for clarification of the site, to which Executive Director Ostrowski summarized its development history.

Motion by Commissioner Gardner to acknowledge and accept Plan Commission’s recommendation for the purchase of 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414); seconded by Commissioner Segura.

Motion carried 4-0.

7. Purchase 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414)

Commissioner Gardner asked what the final date on the Option to Purchase was, and whether the intent was to acquire the property prior to testing, to which Executive Director confirmed that they were looking to perform at least Phase 1 of testing, with the final date to act on the purchase being August 31, 2018.

Motion by Commissioner Gardner to purchase 1013 Second Street and 1016 Third Street (Parcel IDs 281240832200418 and 281240832200414; seconded by Commissioner Cooper.

Roll Call:

Yeas: Schlice, Cooper, Gardner, Segura

Nays: None

Motion carried 4-0.

8. Selection of consultant for the Targeted Area Master Plans (Downtown and Division Street)

Executive Director Ostrowski summarized the process staff had taken in ranking the top consultants for the Targeted Area Master Plans, noting that MIG Inc. and Vandewalle & Associates Inc. had become the top two contenders. He invited feedback regarding the selections, to which the following comments were made:

1. MIG Inc.
 - a. Strong conceptual plan.
 - b. Provided a written response in regards to leaning towards Vandewalle.
2. Vandewalle & Associates Inc.
 - a. Strength on implementation.
 - b. Provides lasting relationship to community.
 - c. Experience with creating statutorily defined redevelopment plans.
3. General
 - a. Familiarity with Wisconsin, or having someone from WI, is ideal.
 - b. Both consultants have connections with Stevens Point.

Commissioner Segura recused himself due to being involved on items that had been submitted for consideration.

Motion by Commissioner Gardner to authorize staff to Negotiate with Vandewalle on a scope of services and contract agreement for services relating to the master plans; seconded by Commissioner Cooper.

Motion carried 3-0, with Commissioner Segura recusing himself.

9. Purchase of 601 Second Street

Executive Director Ostrowski explained that staff was looking to acquire and sell the property.

Comptroller/Treasurer Ladick provided a brief history and background of the property, noting that it may be beneficial for the RA to move forward before the foreclosure process begins.

Alderson Phillips arrived at 3:19 PM.

Several details were provided regarding 601 Second Street:

- a. Current value of property was \$94,900

- b. 5,000 square feet lot, 948 square feet residential living space.
- c. Exterior in decent condition, full walkthrough by Assessor's conducted in 2013.
- d. RA in first lien position.
- e. Son of deceased owner not motivated to sell. RA may have to cover legal fees if moving forward.
- f. County could take house on tax deed, or RA could foreclose, which would both take time.
- g. County intention would be to sell at appraised value during first round if property acquired.

Motion by Commissioner Gardner to negotiate the purchase of 601 Second Street with the interested parties; seconded by Commissioner Cooper.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, Segura

Nays: None

Motion carried 5-0.

10. Enter into closed session pursuant to Wisconsin Statute s 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to the following:
- a. Negotiating the terms of a possible development agreement relating to 1017 Third Street (Parcel ID 281240832200301)

Motion by Alderperson Phillips to enter into closed session pursuant to Wisconsin Statute s 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to the following:

- a. Negotiating the terms of a possible development agreement relating to 1017 Third Street (Parcel ID 281240832200301)

seconded by Commissioner Segura

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, Segura

Nays: None

Motion carried 5-0.

Motion by Alderperson Phillips to reconvene into open session for possible action on the above; seconded by Chairperson Schlice.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, Segura

Nays: None

Motion carried 5-0.

11. Reconvene into open session (approximately 30 minutes after entering into closed session) for possible action on the above.
- No action was taken.
12. Director's update.

- a. Budget amendment would be before the commission the following meeting.
- b. Audit reports from Baker Tilly were distributed to commissioners.
- c. No bids had been received for 101 Georgia Street, to which becoming a Habitat for Humanity project was suggested.
- d. After a brief discussion there was a general consensus to hold regular scheduled Redevelopment Authority meetings on the second Tuesday of the month at 3:00 PM.

13. Adjourn.

Meeting adjourned at 4:31 PM

Approved:

John Schlice, Chairperson

Date

Attest:

Michael Ostrowski, Executive Director

Date

Attachment relating to Item 8: Targeted Master Plans

Michael Ostrowski

From: Andrew Rutz <arutz@migcom.com>
Sent: Tuesday, July 10, 2018 6:09 AM
To: Michael Ostrowski
Cc: Jay Renkens
Subject: Stevens Point Targeted Areas Master Plans

Good morning, Michael,

I left you a voicemail yesterday afternoon, but wanted to drop you an email in case we're unable to connect this morning. As I mentioned in the voicemail, while we are flattered to have received such strong consideration, we were disappointed to discover that we wouldn't be receiving staff's recommendation in the Memo and Agenda that was posted in advance of today's meeting. We're sincerely thrilled by the opportunity to help Stevens Point implement its visions for Downtown and the Division St. corridor, so we hoped not to miss out on that opportunity.

All that said, in reading that there were some split opinions among staff, I wanted to share a few notes with you, in the hope that if the Redevelopment Authority arrives at a discussion in today's meeting, you may have some additional information to share with them:

- We do, in fact, have experience creating statutorily-defined redevelopment plans; though admittedly not yet in Wisconsin. As most applicable statutes are fairly similar state to state in those we've practiced, we're confident in our ability to perform well in Stevens Point. A quick review of Wisconsin statute 66.1331 didn't raise any red flags with respect to its variations.
- One thing we may have not emphasized enough is that we have a business unit of our practice dedicated to Strategic Planning and Organizational Development, and much of that work has been focused on lasting downtown and corridor plan implementation through the development of BIDs, public-private partnerships, etc. On an effort like this, we'd most certainly be bringing those in-house experts to the table.
- Finally, in developing our budget, we had some indications that the City would need to keep the overall budget for the two plans below \$100,000, so we scaled the roles of our team members accordingly, while still feeling confident that we can deliver a high-quality, implementable plan for Stevens Point. If the budget could comfortably go to the \$130,000-140,000 range for both efforts, as Vandewalle has proposed, we would certainly have been able to increase the role that Johnson Consulting could play on our team to further enhance our real estate expertise; or, for that matter, even look at adding an additional team member to supplement our skillset.

Thanks again for your consideration of MIG throughout this process, and don't hesitate to reach out to Jay or I if there is anything further we can help clarify and/or if we're able to assist Stevens Point in any way moving forward!

All the best,
Andy

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Andy Rutz, CNU-A
Urban Design Project Manager