



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time:	February 12, 2019 3:00 PM	Location:	Police Department (Room 122) 933 Michigan Avenue Stevens Point, WI 54481
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Present: Chairperson Schlice, Alderperson Phillips, Commissioner Cooper, Commissioner Gardner, Commissioner Kemmeter, and Commissioner Segura

Also Present: Executive Director Ostrowski, Alderperson Nebel, James Barrett, and Joy Hannemann.

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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 November 13, 2018
 5. Financial reports, claims, and statements from prior month(s)
 6. Acknowledgement of the Plan Commission’s recommendation of February 4, 2018 relating to the following:
 - a. Request from the Redevelopment Authority of the City of Stevens Point for the sale and/or transfer of 1017 Third Street (Parcel ID 281240832200301)
 - b. Request from the Redevelopment Authority of the City of Stevens Point, and the City of Stevens Point for the sale and/or transfer of 1013 Second Street (Parcel ID 281240832200418), 941 Portage Street (Parcel ID 281240832200402), 1000 Third Street (Parcel ID 281240832200401), 1016 Third Street (Parcel ID 281240832200414), 1105 Second Street (Parcel ID 281240832200409), 916 Centerpoint Drive (Parcel ID 281240832200408), and unaddressed parcels 281240832200413, 281240832200417, and 281240832200419
 - c. Request from the Redevelopment Authority of the City of Stevens Point to reconstruct a parking lot located on Centerpoint Drive, between Third Street and Second Street (Parcel ID’s 281240832200417 and 281240832200419)
 7. Development agreement relating to the property at 1017 Third Street (Parcel ID 281240832200301)
 8. Removal of building components and related improvements to 1101 Centerpoint Drive (Parcel ID 281240832202961)
 9. Foreclosing on the property located at 601 Second Street (Parcel ID 281240829303404) and authorization of related expenditures
 10. Environmental Protection Agency (EPA) Communitywide Brownfield Assessment Grant activities

11. Director's Update.
 12. Enter into closed session pursuant to Wisconsin Statutes 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 the properties located at 1013 Second Street (Parcel ID 281240832200418), 941 Portage Street (Parcel ID 281240832200402), 1000 Third Street (Parcel ID 281240832200401), 1016 Third Street (Parcel ID 281240832200414), 1105 Second Street (Parcel ID 281240832200409), 916 Centerpoint Drive (Parcel ID 281240832200408), and unaddressed parcels 281240832200413, 281240832200417, and 281240832200419
 13. Reconvene into open session (approximately 30 minutes after entering into closed session) for possible action on the above
 14. Adjourn.
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1. Roll call.

Present: Schlice, Phillips, Cooper, Gardner, Kemmeter, Segura

Executive Director Ostrowski explained that Mr. Sawyer's appointment had ended in December. Mr. James Barrett, who would hopefully be appointed at the next Common Council meeting to fill the vacancy, was in attendance.

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 November 13, 2018

Motion by Commissioner Cooper to approve the minutes and actions of the Redevelopment Authority meeting(s) of November 13, 2018; seconded by Commissioner Kemmeter.

Motion carried 6-0.

5. Financial reports, claims, and statements from prior month(s)

Executive Director Ostrowski stated that aside from regular loan payoffs, there had been no real activity in the prior months.

Motion by Alderperson Phillips to approve the reports, claims, and statements from prior month(s) and place them on file; seconded by Commissioner Segura.

Motion carried 6-0.

6. Acknowledgement of the Plan Commission's recommendation of February 4, 2018 relating to the following:
 - a. Request from the Redevelopment Authority of the City of Stevens Point for the sale and/or transfer of 1017 Third Street (Parcel ID 281240832200301)
 - b. Request from the Redevelopment Authority of the City of Stevens Point, and the City of Stevens Point for the sale and/or transfer of 1013 Second Street (Parcel ID 281240832200418), 941 Portage Street (Parcel ID 281240832200402), 1000 Third Street (Parcel ID 281240832200401), 1016 Third Street (Parcel ID 281240832200414), 1105 Second Street (Parcel ID 281240832200409), 916 Centerpoint Drive (Parcel ID 281240832200408), and unaddressed parcels 281240832200413, 281240832200417, and 281240832200419
 - c. Request from the Redevelopment Authority of the City of Stevens Point to reconstruct a parking lot located on Centerpoint Drive, between Third Street and Second Street (Parcel ID's 281240832200417 and 281240832200419)

Executive Director Ostrowski explained that any transfer, sale, or acquisition of property required a recommendation from the Plan Commission to the appropriate body. The agenda item would be to acknowledge those recommendations, noting that Item C was for getting the parking lot south of the proposed Wanta development under one common ownership.

Motion by Commissioner Kemmeter to acknowledge the Plan Commission's recommendation of February 4, 2018 relating to the following:

- a. **Request from the Redevelopment Authority of the City of Stevens Point for the sale and/or transfer of 1017 Third Street (Parcel ID 281240832200301)**
- b. **Request from the Redevelopment Authority of the City of Stevens Point, and the City of Stevens Point for the sale and/or transfer of 1013 Second Street (Parcel ID 281240832200418), 941 Portage Street (Parcel ID 281240832200402), 1000 Third Street (Parcel ID 281240832200401), 1016 Third Street (Parcel ID 281240832200414), 1105 Second Street (Parcel ID 281240832200409), 916 Centerpoint Drive (Parcel ID 281240832200408), and unaddressed parcels 281240832200413, 281240832200417, and 281240832200419**
- c. **Request from the Redevelopment Authority of the City of Stevens Point to reconstruct a parking lot located on Centerpoint Drive, between Third Street and Second Street (Parcel ID's 281240832200417 and 281240832200419)**

seconded by Alderperson Phillips.

Motion carried 7-0.

7. Development agreement relating to the property at 1017 Third Street (Parcel ID 281240832200301)

Executive Director Ostrowski ran through a presentation that detailed the particulars of the proposed project which outlined the site plan, renderings, and phase details. He also reviewed the development agreement which outlined the obligations for the developer, City, and Redevelopment Authority, as well as any modifications to the agreement that had been made as a result of previous discussion. Lastly, he stated the value of the development, as it would provide much needed housing to the community, and a denser value per acre. Commissioners made the following comments:

1. General comment that the monthly and yearly reports from the Community Development Department continued to show growth in the City, even when not factoring the Sentry and Skyward developments.

2. Clarification requested on the Pay-Go incentive, and debt and costs to the City, to which it was provided on page 97 of the staff packet.
3. Inquiry as to the City's strategy of selling the land for \$1 when the City had occurred expenses acquiring the land and remediating it. Executive Director Ostrowski explained it was part of a larger plan to create a base development package where they didn't have to provide as much incentive.
4. There was a brief discussion regarding the overall debts and costs the City would incur, as well as type of rate being used for the development.
5. General comment that a strong development market would still exist without the use of incentives, to which the Executive Director stated that the City's commercial aspect was strong, but a majority of residential development was going to Plover.
6. Inquiry to the rate of units would be considered affordable housing, to which it was stated that all units would be market rate, noting the two nearby proposed developments that would contain affordable housing.
7. Clarification requested on the tax rate being used, to which it was explained that it would not drop lower than the base rate, but there could be increases.
8. Clarification requested for off-site parking, and if specific density requirements needed to be met, to which the Executive Director explained that there were no parking requirements in the zoning district, noting the amount of available parking surrounding the area. There was potential for continued discussion regarding on-street parking.
9. Concern stated with the lack of on-site parking for the development, however interest for the type of development was noted.

Motion by Alderperson Phillips to approve the development agreement relating to the property at 1017 Third Street (Parcel ID 281240832200301); seconded by Commissioner Kemmeter.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Kemmeter

Nays: Gardner, Segura

Motion carried 4-2.

8. Removal of building components and related improvements to 1101 Centerpoint Drive (Parcel ID 281240832202961

Executive Director Ostrowski briefly explained that Great Lakes at 1101 Centerpoint Drive had continued to have roof leak issues, even after reroofing the entire building. It had been indicated that the cupola's inadequate design was contributing to the issues, and the applicant was requesting to have it removed. The overall request would need to go before the Historic Preservation / Design Review Commission, however the Redevelopment Authority also needed to approve the request. The Executive Director recommended approving the removal of the cupola, as well as the approval to move forward with any related repairs.

Motion by Commissioner Gardner to approve the removal of building components and related improvements to 1101 Centerpoint Drive (Parcel ID 281240832202961); seconded by Alderperson Phillips.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, Kemmeter, Segura

Nays: None

Motion carried 6-0.

9. Foreclosing on the property located at 601 Second Street (Parcel ID 281240829303404) and authorization of related expenditures

Executive Director Ostrowski noted that the item had been before the authority in July 2018, further explaining that the authority had a \$40,000 Housing Trust Fund loan on the property. The owner had since passed, and the next of kin showed no interest in dealing with the property as there would be additional costs to them. Aside from the loan, there was almost \$20,000 in unpaid back taxes, as well as a lien from Portage County for health related services. Seeing as the Redevelopment Authority held first position on the property, he recommended foreclosing on the property in order to try and recoup some of those costs. However, they would need to keep the taxes paid to avoid the county from foreclosing the property. Additionally, they would attempt to obtain entry into the property to evaluate the interior, noting the exterior was in sound condition. Commissioners made the following comments:

1. Inquiry as to whether they would proceed with abandonment foreclosure, to which that was confirmed accurate. The costs for those services were estimated at \$5,000.
2. Inquiry as to whether the utilities had been shut off, to which that was confirmed accurate.
3. Inquiry in whether going into foreclosure would remove the county's lien, to which that was confirmed accurate.

Motion by Commissioner Gardner to approve authorization for the Executive Director to proceed with the foreclosure process on the property located at 601 Second Street (Parcel ID 281240829303404) and authorization of related expenditures with the following condition:

1. Foreclosure process fees and related attorney costs are not to exceed \$5,000.

seconded by Commissioner K Emmeter.

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, K Emmeter, Segura

Nays: None

Motion carried 6-0.

10. Environmental Protection Agency (EPA) Communitywide Brownfield Assessment Grant activities

Executive Director Ostrowski summarized that they had recently done several site assessments relating to the Brownfield Grant. Notably, they were currently working with a potential buyer for 701 Mason Street. Their assessment had uncovered that a remediation phase 1 and 2 had already been performed on the site, however the bank was requiring it to be done again. While they had looked into the WPS site, it was found to not qualify during a site analysis. He asked the commission if they had any site recommendations. Commissioners made the following comments:

1. General comment that the Mason Street site used to be a landfill, and they may be a Conditional Use Permit on file, as well as land transfer documents. The Executive Director added that the City retained ownership of the property right up to the front door, but there was an easement.
2. Inquiry as to whether PFOS was being included in addition to the traditional contaminants. The Executive Director was uncertain whether an emerging contaminant would qualify under the federal grant, but he would follow up with the inquiry.
3. Inquiry as to the purpose of the investigations, to which Executive Director Ostrowski explained that they were trying to identify sites with contamination in order to address them, thus removing

uncertainties during the development process. He further added that while the grant funded 100% of the process, the private property owner would need to sign-off, and they could also be held liable if contamination was found so there was some risk.

4. Site suggestion: lot next to Pizza Hut on Division Street, former drycleaners.
5. Site suggestion: corner of Wood Street and Wisconsin Street. Former bakery, and brewery.

Executive Director Ostrowski asked that any additional site suggestions be forwarded. No action was taken.

11. Director's update

The Executive Director provided updated on the following:

- a. Targeted Area Master Plans public engagement event had a successful turnout, close to 120 attendees. Initial feedback was taken from the public and is now being tabulated.
 - b. Actively looking for administrative partners for the redevelopment related programs.
12. Enter into closed session pursuant to Wisconsin Statutes 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:
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Commissioner Gardner asked that Mr. James Barrett be allowed to remain for closed session as a future member of the Redevelopment Authority, to which Chairperson Schlice agreed.

Motion by Commissioner Cooper to enter into closed session pursuant to Wisconsin Statutes 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 the properties located at 1013 Second Street (Parcel ID 281240832200418), 941 Portage Street (Parcel ID 281240832200402), 1000 Third Street (Parcel ID 281240832200401), 1016 Third Street (Parcel ID 281240832200414), 1105 Second Street (Parcel ID 281240832200409), 916 Centerpoint Drive (Parcel ID 281240832200408), and unaddressed parcels 281240832200413, 281240832200417, and 281240832200419**

seconded by Commissioner Gardner

Roll Call:

Yeas: Schlice, Phillips, Cooper, Gardner, Kemmeter, Segura

Nays: None

Motion carried 6-0.

13. Reconvene into open session (approximately 30 minutes after entering into closed session) for possible action on the above

The meeting was adjourned within closed session.

14. Adjourn

Meeting adjourned at 4:16 PM

Approved:

John Schlice, Chairperson

Date

Attest:

Michael Ostrowski, Executive Director

Date