Redevelopment Authority

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Regular Meeting

Final Minutes

Monday, August 27, 2018 | 6:00 PM | De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairman Ted Penn

Attendee Name	Title	Status	Arrived
Jerry Henrigillis	Board Member	Excused	
Carol Karls	Board Member	Present	
Ted Penn	Chairman	Present	
Tina Quigley	Board Member	Excused	
Lisa Vanden Avond	Board Member	Present	
Joe Van Deurzen	Board Member	Present	
Julie Van Straten	Vice Chair	Present	

Also present: Development Services Director Kim Flom and members of the public.

2. Approval of the minutes of the June 25, 2018 Redevelopment Authority meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Julie Van Straten, Vice Chair
SECONDER:	Joe Van Deurzen, Board Member
AYES:	Karls, Penn, Vanden Avond, Van Deurzen, Van Straten
EXCUSED:	Jerry Henrigillis, Tina Quigley

3. Review 100-102 S Broadway Facade Grant Application (ED-783), submitted by J&J Enterprises of De Pere, LLP. *

Development Services Director Kim Flom reviewed the facade grant request for 100-102 S Broadway submitted by J & J Enterprises of De Pere. The applicant withdrew his application at the June 2018 RDA meeting but has resubmitted in order to be considered under the updated Facade Grant Guidelines. Kim reported that the applicant is now eligible for a maximum total of $30,000. There is currently $30,000 in the budget for TID #7, due to the fact that three facade grants previously approved for 109, 113, and 115 N Broadway were rescinded due to non-TID location of property. Discussion followed regarding this news and it was decided that the RDA would add an agenda item to the next meeting to further discuss and possibly take action. Joe Van Deurzen questioned some of the proposed expenses for the current facade grant under review, including the dumpster and some interior work to the building. Joe Van Deurzen moved, seconded by Carol Karls, to open the meeting for public comment. Upon vote, motion carried unanimously. The applicant, Jerry Turba, addressed the board. He explained that the dumpster was needed to remove the brick from the exterior. Other work relating to the removal of the brick needed to be done to the interior of the building since six inches of drywall was removed. Julie Van Straten moved, seconded by Joe Van Deurzen, to go back to regular order. Upon vote, motion carried unanimously. Carol Karls moved, seconded by Lisa Vanden Avond, to approve the facade grant request for the maximum amount of $30,000. Upon vote, motion carried unanimously. Development Services Director Kim Flom stated that the RDA recommendation will be forwarded to the Common Council, subject to the final grant payment being calculated per program requirements based on receipt review.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Carol Karls, Board Member
SECONDER:	Lisa Vanden Avond
AYES:	Karls, Penn, Vanden Avond, Van Deurzen, Van Straten
EXCUSED:	Jerry Henrigillis, Tina Quigley

4. Request to recalculate 2018 facade grant project payments based on newly adopted Facade Grant Guidelines. *

   Development Services Director Kim Flom reviewed several changes that have occurred to the Facade Grant program over the past nine months. These changes included several changes to the Guidelines, such as major changes on grant payment structure as well as how the maximum grant amount is calculated. Based on a re-review of facade grant projects submitted earlier this year and due to funding availability, staff requests that 2018 facade grant projects be reconsidered for updated payment amounts under the new facade grant guidelines. There are three projects that would be eligible, all of which are in TID #9. If approved, the total increase in facade grant payments would increase by approximately $10,962. The three projects are for: 330 Main Avenue, 353 Main Avenue, and 363 Main Avenue. Kim reported that even with this increase in facade grant payouts, there will still be over $11,700 remaining in the fund. Julie Van Straten asked if Kim is aware of any pending facade grant requests for the west side. Kim replied that there are none that she is aware of. Carol Karls asked if the three projects have all been completed and Kim replied that they are complete or very close to completion. She also noted that this additional money might help the property owners to move forward with additional projects. If approved by the RDA, this item will be forwarded to the Common Council for final approval. Joe Van Deurzen moved, seconded by Julie Van Straten, to approve the request. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Joe Van Deurzen, Board Member
SECONDER:	Julie Van Straten, Vice Chair
AYES:	Karls, Penn, Vanden Avond, Van Deurzen, Van Straten
EXCUSED:	Jerry Henrigillis, Tina Quigley

Adjournment

Before adjourning the meeting, the RDA discussed the future agenda item relating to the rescinded facade grants for 109, 113, and 115 N Broadway. Development Services Director Kim Flom asked for clarification from the RDA members as to what the agenda item for the next meeting should focus on. Carol Karls stated that she would like the agenda item to be an action item as opposed to just a discussion item. Joe Van Deurzen moved, seconded by Julie Van Straten, to request an action item be added to the next RDA meeting, with a recommendation to the Council to request any other available funds be awarded to the property owner of 109, 113, and 115 N Broadway. Upon vote, motion carried unanimously. Joe Van Deurzen moved seconded by Carol Karls, to open the meeting for public comment. Upon vote, motion carried unanimously. Andy Krans, the property owner of the three rescinded facade grants, addressed the board. He stated that his company looks at the facade grant as a cushion, to help offset the costs of finding the "right" tenant for a specific space. While he does not rely strictly on the facade grants, he does value the extra funds. Julie Van Straten motioned, seconded by Carol Karls, to close the meeting. Upon vote, motion carried unanimously. Carol Karls moved, seconded by Joe Van Deurzen, to adjourn the meeting at 6:43 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker