Redevelopment Authority

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

Regular Meeting

Final Minutes

Monday, June 25, 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	Present	
Carol Karls	Board Member	Excused	
Ted Penn	Chairman	Present	
Tina Quigley	Board Member	Present	
Joe Van Deurzen	Board Member	Excused	
Julie Van Straten	Vice Chair	Present	
Lisa Vanden Avond	Board Member	Present	

Also present: Development Services Director Kim Flom and members of the public. Chairman Ted Penn and Kim Flom both welcomed Lisa Vanden Avond as the newly appointed board member.

2. Approval of the minutes of the April 30, 2018 Redevelopment Authority meeting.

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

3. Annual election of Chair and Vice Chair.

Jerry Henrigillis motioned, seconded by Tina Quigley, to nominate Tedd Penn as Chair and Julie Van Straten as Vice Chair. Upon vote, motion carried unanimously.

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

4. Request to Review Facade Grant Guidelines - Maximum Grant Amount Calculation.

Development Services Director Kim Flom reported that she received a request from J & J Enterprises to review the facade grant guidelines. The request specifies a change to how the RDA calculates the grant maximum per building street frontage. Discussion followed and it was determined that the RDA should take into consideration buildings on corner lots and buildings which are more visible from other street views. Julie Van Straten noted that the whole point of a facade grant is to improve the outside appearance of a building from all visible sides, not just the front. Kim Flom added that the RDA should specify right-of-way frontage rather than building street frontage when making a recommendation to consider corner buildings and buildings on alleys. Lisa Vanden Avond moved, seconded by Tina Quigley, to calculate the grant maximum based on right-of-way street frontage. Upon vote, motion carried unanimously. This item will go to Council as a resolution at either the July 3 or July 17 meeting. Kim added that if the facade grant applicant (J & J Enterprises) would like to take advantage of the change to the facade grant maximum, staff recommends he retract his application and submit a new application after the change to the facade grant guidelines has been approved.

RESULT:	**ADOPTED [UNANIMOUS]**
SECONDER:	Tina Quigley, Board Member
AYES:	Jerry Henrigillis, Ted Penn, Tina Quigley, Julie Van Straten
EXCUSED:	Carol Karls, Joe Van Deurzen

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

   After the discussion regarding the facade grant guidelines, the applicant (J & J Enterprises) decided to withdraw his application. Tina Quigley motioned, seconded by Julie Van Straten, to accept the withdrawal of the application. Upon vote, motion carried unanimously.

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

6. Review Cultural District Master Plan.

   Development Services Director Kim Flom reviewed the process that has occurred to date with the steering committee, the stakeholder group, and the consultant with respect to the proposed Cultural District Master Plan. She reviewed the three day charette which occurred in May, the two open houses, and the project objectives of the plan. The plan is being proposed to establish an updated vision for the future growth of downtown De Pere, with the Mulva Cultural Center as the centerpiece. She explained the different options reviewed by the committee which included a Core Zone which includes the Mulva Center as well as a Secondary Zone which includes a riverwalk district. Kim added that the plan will likely be completed in several phases. She explained that the next steps in the process will be presenting the plan to the Plan Commission at their June 25th meeting, followed by the July 17th Council meeting as an addendum to the Downtown Master Plan. Jerry Henrigillis moved, seconded by Tina Quigley, to receive the plan and place it on file. Upon vote, motion carried by a vote of 4-0-1, with Julie Van Straten abstaining.

RESULT:	**DISCUSSED**

Adjournment

Jerry Henrigillis moved, seconded by Tina Quigley, to adjourn the meeting at 6:56 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker