



Redevelopment Authority

Regular Meeting

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

Agenda

Monday, March 27, 2017	6:00 PM	De Pere City Hall Council Chambers
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Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Redevelopment Authority** of the City of De Pere will be held on **March 27, 2017** at **6:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

Call to Order

1. Roll Call
2. Approval of the minutes of the November 28, 2016 meeting of the Redevelopment Authority.
3. Review and recommendation for a \$10,000 facade grant application for 317 S. Main Ave Facade (also known as the Kerkhoff or the Fred Gabel Building).
4. Downtown Project Updates

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon on the day of the meeting so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Sonny Hennessy, Life Church

City of De Pere, Wisconsin



Request For Redevelopment Authority Action

MEETING DATE: March 27, 2017

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the November 28, 2016 meeting of the Redevelopment Authority.

ATTACHMENTS:

- RDA_Nov2016_Minutes_Draft (PDF)



Redevelopment Authority

Regular Meeting

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

Draft Minutes

Monday, November 28, 2016

6:00 PM

De Pere City Hall Council Chambers

Call to Order

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

Attendee Name	Title	Status	Arrived
Jerry Henrigillis	Board Member	Excused	
Carol Karls	Board Member	Present	
Bill Komsi	Board Member	Present	
John Nusbaum	Board Member	Excused	
Ted Penn	Board Member	Present	
Joe Van Deurzen	Board Member	Present	
Julie Van Straten	Board Member	Present	

Also present: Planning Director Kim Flom.

- Approval of the minutes of the August 2, 2016 special meeting of the Redevelopment Authority.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Van Deurzen, Board Member
SECONDER:	Bill Komsi, Board Member
AYES:	Karls, Komsi, Penn, Van Deurzen, Van Straten
EXCUSED:	Jerry Henrigillis, John Nusbaum

- Downtown Project Updates

Planning Director Kim Flom provided an update on several downtown projects:

102 N. Broadway Project: Kim reported that there have been no issues from a construction standpoint and construction is moving along on schedule. The developers have been providing updates on Facebook for the project. She noted that the only design change that has taken place is with the windows on the North elevation, which is the side that will stick up above the Starry building. Due to building code requirements, the windows needed to be reduced in size. This change was required by the state. The development is scheduled to be completed in spring 2017.

River Watch Project: Kim reported that the developers presented a preliminary review of the project at the November 1st Plan Commission meeting. The presentation generated several comments from the public, but there was general positive feedback for redevelopment in downtown. Kim stated that this project is still in the very preliminary planning stage at this point.

New Leaf Market: Kim reminded the board members that New Leaf recently received a grant of \$250,000 from the state. Originally, the company was interested in the property at 310 N Wisconsin. However, the ownership changed so now they are in negotiations with the owner of 320 N Wisconsin to purchase the property. They are also working with the city to acquire a parking lot to build out the existing building to fit their needs. Kim reported that staff is working with them to finalize some of the details to bring the

Attachment: RDA_Nov2016_Minutes_Draft (5664 : Minutes)

parking lot acquisition before the Council for approval. She stated that based on the current timeline, New Leaf hopes to open sometime in 2018.

Facade Grants: Kim reported that no one has applied for a facade grant this year. There is one applicant working with staff who is planning on waiting till spring to move forward with the facade grant application.

Revolving Loan Fund: This is a federally funded program that offers \$20,000/full time job created up to a max of \$250,000.

Downtown Parking Study: Kim reported that the Council approved funds to hire a consultant to do a comprehensive parking analysis of Downtown De Pere. Work may begin mid year 2017.

Zoning Code Update: Since the current zoning code is not keeping up with industry standards, the Common Council approved an entire rewrite of the code. This project is slated to start mid year 2017 and continue through 2018.

James Street Fountain: There are funds in the budget for a new streetscape plan for the fountain in front of Union Hotel. The current fountain is failing and doesn't meet any current codes. There are a few different options for the fountain design, which includes the two block section around the fountain to emphasize the area as a public gathering space.

Trash receptacle and bike rack replacement: The City is working with the Parks Department and using TID funds to replace the trash receptacles and bike racks. Definitely De Pere will be involved with the design.

Humana Dental Building: Kim reported that the Humana Dental building has been purchased by Tweet Garot for their corporate headquarters.

RESULT:	DISCUSSED
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4. Election of Vice Chair of the Redevelopment Authority.

Carol Karls motioned, seconded by Bill Komsi, to nominate Julie Van Straten as the Vice Chair. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Carol Karls, Board Member
SECONDER:	Bill Komsi, Board Member
AYES:	Karls, Komsi, Penn, Van Deurzen, Van Straten
EXCUSED:	Jerry Henrigillis, John Nusbaum

Adjournment

Joe Van Deurzen motioned, seconded by Carol Karols, to adjourn the meeting at 6:40 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker

City of De Pere, Wisconsin



Request For Redevelopment Authority Action

MEETING DATE: March 27, 2017

DEPARTMENT: Planning

FROM: Kimberly Flom

SUBJECT: Review and recommendation for a \$10,000 facade grant application for 317 S. Main Ave Facade (also known as the Kerkhoff or the Fred Gabel Building).

ATTACHMENTS:

- Facade Grant RDA Memo 3-2017 (DOCX)
- Life Church Facade Grant App 3-2017 (PDF)

City of De Pere MEMORANDUM



To: Redevelopment Authority
From: Kimberly Flom, Economic Development & Planning Director
Date: March 27, 2017

RE: **Façade Grant Application – 317 S. Main Avenue**

Background

Life Church Green Bay submitted the attached façade grant application for proposed improvements to both the front and rear facades of 317 S. Main Avenue (also known as the Kerkhoff Building or the Fred Gabel Building).

The building is listed on both the state and national historic registers. The applicant worked with the Wisconsin Economic Development Corporation (WEDC) through the Definitely De Pere Main Street program in order to generate the renderings. The proposed project will provide an attractive update to the building that is sensitive to the historic character of the area.

Proposed work includes cleaning brick and touching up paint, door replacement, installation of new aluminum and glass storefront windows, gas line relocation and repair of roof edge and header openings. The work is proposed to cost \$75,824. Per the \$4 to \$1 match required, the project qualifies for the maximum grant amount of \$10,000 (funded by TID #9).

Process

The RDA recommendation will be forwarded to the Common Council for consideration. If approved, the applicant must secure the appropriate building permits in order to construct the improvements. Upon completion, the applicant submits documentation of payment. City staff certify work completion and payment documentation and then direct the Finance Department to issue a check.

Funding

Funding for façade grants was included in the 2017 budget for TID #9.

Recommendation

Staff recommends approval of the façade grant application for 317 S. Main Avenue, in the amount of \$10,000 and requests that the application be forwarded to Council for review.

Attachment: Façade Grant RDA Memo 3-2017 (5660 : 317 S. Main Ave Façade Grant)



CITY OF DE PERE

APPLICATION FOR FAÇADE GRANT

Date:

3/17/17

The City of De Pere, in conjunction with Downtown De Pere Inc., will assist with façade improvements for commercial properties located within the boundaries of a Tax Increment District (TID). Applications will be acted upon on a first come first serve basis. The maximum grant is up to \$10,000 for approved projects. The grant requires the expenditure of \$4.00 of private funds for each \$1.00 of grant funds disbursed. Grants will only be awarded to projects that are approved by the Redevelopment Authority.

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity)	Authorized Representative	Title	
Life Church Green Bay	Sonny Hennessy	Executive Pastor	
Mailing Address	City	State	ZIP Code
1551 Lawrence Dr.	De Pere	WI	54115
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	
Sonny@lifechurchgb.com	920-883-2640		

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description	Parcel No.
317 S. Main Ave.	

SECTION 4: Project Information

Project Description:	Facade and sidewalk repair on front + rear		
Estimated Façade Expenses:	Rear - 37,459.00 + Front 38,365.00		
Contractor:	Pyramid Structures Inc.		
Estimated Start Date:	ASAP	Estimated Completion Date:	1 mth.

Please attach (1) hard copy and (1) PDF version of the following items:

1. A photo of the existing façade.
2. The proposed project design. Color renderings are strongly encouraged.
3. The project cost estimates by major category (design, material, labor, etc).

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Sonny Hennessy	Exec. Pastor	920-883-2640
Signature of Applicant	Date Signed	
	3-10-17	



317 MAIN STREET
FEBRUARY 24, 2017

DE PERE, WI
JOE LXWNICZAK

Pyramid Structures Inc.

2340 Woodale Ave.
Green Bay, WI 54313**Estimate**

Date	Estimate #
3/10/2017	1176

Name / Address
Life Church 1551 Lawrence Drive De Pere, WI 54115

Project		
Coffee Shop Front Entrance		
Item	Description	Total
Labor & Material	Supply and install the following repair header openings replace 3 door openings with new aluminum doors replace 1 door opening with new aluminum exterior light install new aluminum glazing across whole front install new glass garage door clean brick and touch up paint where needed	38,365.00
Thank you for the opportunity		Total \$38,365.00



317 MAIN STREET
FEBRUARY 24, 2017

DE PERE, WI
JOE LAWHICZAK

Pyramid Structures Inc.

2340 Woodale Ave.
Green Bay, WI 54313**Estimate**

Date	Estimate #
3/10/2017	1175

Name / Address
Life Church 1551 Lawrence Drive De Pere, WI 54115

Project		
Coffee Shop Rear Entrance		
Item	Description	Total
Labor & Material	Supply and install the following move gas lines demo overhang repair roof edge and install new roof flashing replace aluminum glazing as needed install new glass garage door	37,459.00
Thank you for the opportunity		Total \$37,459.00

City of De Pere, Wisconsin**Request For Redevelopment Authority Action**

MEETING DATE: March 27, 2017
DEPARTMENT: Planning
FROM: Kimberly Flom
SUBJECT: Downtown Project Updates

Economic Development & Planning Director Kim Flom to provide a brief presentation on Downtown Project updates.