

**MINUTES OF THE CITY OF PORT WASHINGTON
COMMUNITY DEVELOPMENT AUTHORITY
July 20, 2015
City Hall**

Present: Mary Becker, Bill Prince, Erica Roller, Mike Ehrlich, Rory Palubiski, Missy Larson, and Tom Mlada. Also Present: Randy Tetzlaff, Director of Planning & Development.

Roll call: The meeting was called to order by Ehrlich at 6:05 pm with a quorum present.

Minutes of the May meeting: **A motion to approve the minutes was made by Becker. All voting aye, the motion was approved.**

Public appearances and comments: None.

Discussion by representatives of the 1000 Friends of Wisconsin: This item is withdrawn and the representatives will be invited to the August meeting.

Revisions to the Revolving Loan Fund program (ACTION): This item was discussed at the last meeting. In order to increase the funds available per fulltime employee added or retained will require a revision to the RLF Policies and Procedures Manual. **A motion was made by Larson to recommend that the Council increase the amount per FTE from \$20,000 to \$35,000. All voting aye, the motion carried.**

Update on the RFP for the municipal parking lot: Tetzlaff reviewed the timetable for the RFP—proposal due (Aug 7); staff to evaluate during week of Aug 10th; proposal to be distributed to the members at that time; CDA to take action on the proposal (Aug 17); Plan Commission to review conceptual site and building plans (Aug 20); and Common Council on September 1st.

Update on TID (tax increment district) No. 3: Tetzlaff summarized the project plan and the timetable for approval of the district. He gave more details on the industrial park component and the plan for the City to acquire the Sports Center in hopes they can acquire and relocate to the former EVS property.

Updates on other CDA priority redevelopment sites:

- Jadair – parties continue to discuss acquisition with the owner;
- North Point – interested party still tied-up with project in Milwaukee; no other parties showing interest to date;
- Victors -- no update;
- Port Center – owners re-painted the building; no interest shown in the vacant space;
- Former mobile home park – new sign installed; received a call regarding mini-warehousing; City not interested
- Portabella – no update.

Engage an industrial consultant to evaluate the former Simplicity property for possible industrial redevelopment: At the EDC meeting, Ald. Biggs shared the experience his company, Gilman had looking for space. One of the few properties with available space is the former Simplicity property and it does not show well. Tetzlaff noted that it was acquired in 2008 for \$1.8 M and now is worth only \$1.3M; based on the values in the proposed TID #3, the value should exceed \$8 M. The idea is to engage a consultant who would undertake a redevelopment plan for the property by first identifying which buildings can be retained; then those that can be renovated; those to be razed; and sites for new development. Staff will work with OED to identify a cost so it can be included in the 2016 City budget. The members discussed this item and agreed this

was a good course of action. **A motion was made Roller to recommend that the Council engage a consultant to prepare a redevelopment for the former Simplicity property. All voting aye, the motion carried.**

Other relevant updates: Mlada shared with the members the latest news on North Breakwater Lighthouse or Pier Light. There was unanimous support for having the City do whatever it can to obtain conveyance from the federal government.

Future meeting topics and forthcoming events: The next regularly scheduled meeting will be on August 17, 2015. Also Palubiski again offered the services of his intern to help with developing a 3D presentation of the marina district plan. Although he was willing to donate his services, his intern would need some reimbursement. It was agreed that there would be discussion with Main Street and others to help with this expense.

Public appearances and comments: None.

Adjournment: **Motion by Larson, the meeting adjourned at 7:35 pm.**