

# REDEVELOPMENT AUTHORITY OF THE CITY OF KAUKAUNA

City of Kaukauna  
**Council Chambers**  
Municipal Services Building  
144 W. Second Street, Kaukauna



Thursday, April 06, 2023 at 9:00 AM

## MINUTES

### 1. Roll Call.

Members present: Paul Hennes, Karl Kilgas, Quin Lenz, Julie Schroeder, Nicci Sprangers

Members Absent: Heather Hayes

Schroeder made a motion to excuse the absent member. Hennes seconded the motion. Motion passed unanimously.

### 2. Approval of Minutes

#### a. Approve Minutes from March 2, 2023 Meeting

Hennes made a motion to approve the minutes from March 2, 2023 meeting. Sprangers seconded the motion. The motion passed unanimously.

### 3. New Business.

#### a. Renew Kaukauna Initiative

Planning and Community Development Director Joe Stephenson presented a Forgivable Loan Program called Renew Kaukauna that targets the Commercial Core District. The City acquired ARPA funds and is looking for \$150k of those funds, and the Redevelopment Authority to match that to create a 300k grant program to renovate Façade, Interior, and Beautification downtown. Application approval is at the discretion of the Redevelopment Authority of the City of Kaukauna.

The initial terms for the Façade Improvement Program is a matched, forgivable loan up to \$15k. The project must be at least \$10k and the applicant must maintain ownership of the property for 10 years. If sold before 10 years, the loan must be paid back. There was question and concern that 10 year ownership may turn applicants away from the program. There was a suggestion that a portion of the loan could be forgiven for the first 5 years of ownership, and the rest would be forgiven in the 10<sup>th</sup> year. A sliding scale would also be an option for loan forgiveness.

Moving onto the Interior Renovation Program, this is a 1/3 matching forgivable loan up to \$15k. This program will help repair and replace noncompliant electrical,

plumbing, HVAC systems, or unsafe structural elements. There was comment that to qualify for interior renovation program, the exterior should meet code standards.

Finally, the Downtown Beautification Program is meant to beautify the downtown through the use of art and plantings. Murals are eligible for 100% funding up to \$2,500. Planters will be purchased by the city and available for business owners to request those in front of their building at a first come first served basis. In exchange for providing a planter in front of a business, the business would be responsible for watering and tending to the vegetation. The City would own and maintain the planters otherwise. Blade signs are eligible for a 50/50 cost share or up to \$500 grant, following city sign code.

Direction was given to PCDD Stephenson to edit the program with the suggestions mentioned and bring back in May 2023 for review.

b. Revolving Loan Application Review - Wellness 360

Associate Planner Lily presented a Revolving loan application requesting \$38,375 for a roof replacement at Wellness 360 located at 500 Lawe Street.

c. Revolving Loan Application Review - CO4 Workspace

AP Lily presented a Revolving loan Application requesting \$50k for the buildout of a café in CO4 Workspace located at 390 Farmland Drive. This application was also requesting 9 month deferred payments, and \$5k of the loan requested was marketing fees, which are ineligible.

d. Financial Update

The Redevelopment Authority currently has ~\$945k in cash and ~\$509k loaned out (not including what was approved today).

4. Closed Session.

a. Adjourn to Closed Session per Wisconsin State Statute 19.85 (1)(e) to discuss the disposition of public funds for Wellness 360

Motion made by Hennes to adjourn into closed session. Kilgas second the motion. The motion passed unanimously. Meeting adjourned to closed session at 9:40 AM.

b. Return to Open Session for Possible Action

Motion was made by Hennes, seconded by Lenz to return to open session. Motion passed unanimously. Meeting returned to open session at 9:46 AM.

A motion was made by Schroeder to approve a \$38,375 loan at 2% interest for 7 years, with a lien on the building, to Wellness 360 Roof Replacement. Hennes seconded the motion. Motion passed unanimously.

c. Adjourn to Closed Session per Wisconsin State Statute 19.85 (1)(e) to discuss the disposition of public funds for CO4 Workspace

A motion was made by Schroeder and seconded by Hennes to adjourn into closed session. Motion passed unanimously. Meeting adjourned to closed session at 9:47 AM.

d. Return to Open Session for Possible Action

A motion was made by Hennes and seconded by Kilgas to return to open session. Motion passed unanimously. Meeting returned to open session at 9:57 AM.

A motion was made by Sprangers and seconded by Hennes to approve a \$45k loan, 2% interest, for 7 years, 6 month deferred payments while still accruing interest, and a lien on the property to CO4 Workspace Café Build. The motion passed unanimously.

5. Other Business.

*There was no other business.*

6. Adjourn.

A motion was made by Hennes to adjourn the meeting. Kilgas seconded the motion. The motion passed unanimously. Meeting adjourned 9:58 AM.