



# **REDEVELOPMENT AUTHORITY AGENDA**

**October 18, 2023 at 7:45 AM**

**City Hall  
Conference Room 106  
828 Center Avenue  
Sheboygan, WI**

Persons with disabilities who need accommodations to attend this meeting should contact the Department of City Development, (920) 459-3377. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the City Development Department at (920) 459-3377 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Roll Call: Roberta Filicky-Peneski, James Owen, Jim Conway, Cleo Messner, Deidre Martinez, Steven Harrison and Darrell Hofland
2. Call to Order
3. Pledge of Allegiance
4. Identify potential conflict of interest

## **MINUTES**

5. Approval of minutes from the September 6, 2023 and September 20, 2023 meetings.

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Discussion on 2024 Special Event Permits.
7. Discussion and possible action on Diane McGinnis-Casey (Director of Planning & Development) right to sign as Executive Director of the Redevelopment Authority.
8. Discussion on vision for remain parcels on South Pier.

## **NEXT MEETING**

9. TBD

## **ADJOURN**

10. Motion to Adjourn

***In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:***

*City Hall • Mead Public Library  
Sheboygan County Administration Building • City's website*

**CITY OF SHEBOYGAN****REDEVELOPMENT AUTHORITY MINUTES****Wednesday, September 20, 2023**

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**OPENING OF MEETING**

**MEMBERS PRESENT:** Jim Conway, Steven Harrison, Roberta Filicky-Peneski, Cleo Messner, and Darrell Hofland

**MEMBERS EXCUSED:** James Owen and Deidre Martinez

**STAFF/OFFICIALS:** Planning & Development Director Diane McGinnis-Casey, Public Works Director David Biebel, Finance Director Kaitlyn Krueger, Mayor Ryan Sorenson, and Assistant City Attorney Liz Majerus

1. Roll Call: Roberta Filicky-Peneski, James Owen, Jim Conway, Cleo Messner, Steven Harrison, Deidre Martinez and Darrell Hofland
2. Call to Order

Chair Roberta Filicky-Peneski called the meeting to order.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Identify potential conflict of interest

No conflict of interest.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Discussion and possible action on the acquisition of parcels 59281501560, 59281501540, and 59281501630 located on North Commerce Street.

Planning & Development Director Diane McGinnis-Casey informed the Redevelopment Authority that a Letter of Intent was received. The committee inquired about what monies the Redevelopment Authority was going to use to purchase the property. Diane McGinnis-Casey stated that the TIF District is being amended to include this area which will allow the City to borrow the funds to the Redevelopment Authority for the purchase of the property and the TIF will pay the City back.

**CLOSED SESSION:**

Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e) Wis. Stats. for the purpose of negotiating the purchasing of public properties or conducting other specified public business, to-wit, where competitive and bargaining reasons require a closed session.

Motion by Jim Conway, second by Steven Harrison to convene into closed session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland

Nay: None

Motion carried.

**OPEN SESSION:**

Motion to reconvene into open session.

Motion by Steven Harrison, second by Jim Conway to convene into open session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

Motion by Jim Conway, second by Steven Harrison to purchase the aforementioned parcels on North Commerce Street for a price of \$1 Million with the provisions as outlined in closed session. Motion carried.

6. Discussion and possible action on the acquisition and demo of 639 North Commerce Street (59281501550).

The committee was informed that an appraisal came back at \$200,000.00. They inquired if there is currently a tenant in the structure and if the owner was going to be in charge of demolition of the building. Public Works Director David Biebel stated the owner did mention that they have a month-to-month lease, so she would need enough time to let her tenant know that she was going to terminate their lease and the City would be responsible for the demolition of the building.

**CLOSED SESSION:**

Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e) Wis. Stats. for the purpose of negotiating the purchasing of public properties or conducting other specified public business, to-wit, where competitive and bargaining reasons require a closed session.

Motion by Steven Harrison, second by Darrell Hofland to convene into closed session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

**OPEN SESSION:**

Motion to reconvene into open session.

Motion by Darrell Hofland, second by Jim Conway to convene into open session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

Item 5.

Motion by Jim Conway, second by Darrell Hofland to have the City Attorney negotiate the purchase of the property at 639 North Commerce Street with the intention to demolish the existing building. Motion carried.

7. Discussion and possible action on Economic Development Loan Program manual updates.

Planning & Development Director Diane McGinnis-Casey explained that after reviewing the Economic Development Loan Program manual it needs to be updated to reflect current practices. The manual should be transparent and layout the types of project, terms, maximum loan amounts, etc. She also mentioned that the program is currently funded using Federal Funds which means that Federal Guidelines need to be followed and the funds needed to be monitored.

The committee suggested that we look at other communities to see how they have their programs laid out.

Motion made by Jim Conway, second by Cleo Messner to direct the Planning & Development Director Diane McGinnis-Casey to start working on an Economic Development Loan Manual update. Motion carried.

## **NEXT MEETING**

8. TBD

## **ADJOURN**

9. Motion to Adjourn

Motion by Jim Conway, second by Steven Harrison to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 8:53 a.m.

**CITY OF SHEBOYGAN**  
**REDEVELOPMENT AUTHORITY MINUTES**  
**Wednesday, September 06, 2023**

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**OPENING OF MEETING**

**MEMBERS PRESENT:** Roberta Filicky-Peneski, James Owen, Jim Conway, Cleo Messner, Steven Harrison, Deidre Martinez and Darrell Hofland

**STAFF/OFFICIALS PRESENT:** City Attorney Charles Adams, Planning & Development Director Diane McGinnis-Casey, Public Works Director David Biebel, Mayor Ryan Sorenson and Community Development Planner Janet M Duellman

1. Roll Call: Roberta Filicky-Peneski, James Owen, Jim Conway, Cleo Messner, Steven Harrison, Deidre Martinez and Darrell Hofland
2. Call to Order

Chair Roberta Filicky-Peneski called meeting to order.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Identify potential conflict of interest

No Conflict of Interest.

**MINUTES**

5. Approval of minutes from the August 9, 2023 meeting.

Motion by Deidre Martinez, second by Darrell Hofland to approve. Motion carried.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Discussion and possible action on the use of the Redevelopment Authority land in the South Pier district by Down Syndrome Association of Wisconsin for an awareness walk.

Erika Pankratz was present.

Erika Pankratz explained that they would like to use the Redevelopment Authority Property to the east of Harbor Pointe mini-golf course for a stage to honor their participants in the Down Syndrome Association of Wisconsin Awareness walk.

Motion by Deidre Martinez, seconded by Jim Conway to approve the use of RDA land to the east of the Harbor Pointe mini-golf course, on September 23, 2023 with the following conditions: Proof of Insurance, Hold Harmless, \$50.00 RDA event fee, tent(s) and/or stage(s) along with associated equipment are to be removed by September 24, 2023, and Special Event permit through the Department of Public Works must be obtained. Motion carried.

7. Update on 1134 Pennsylvania Avenue demolition.

Community Development Planner Janet M Duellman provided an updated.

8. Quarterly Update on Business Development Loans.

Finance Director Kaitlyn Krueger review all the Business Loan balances with the Redevelopment Authority.

ePower has not made a payment since May 2, 2022. Chad Pelishek had contacted them in February of 2023. Not further contact was made.

The committee inquired as to what is the balance in the Business Loan fund. Finance Director Kaitlyn Krueger stated that she would report back to the committee once all the accounts have been reconciled.

Motion by Steven Harrison, second by Jim Conway to have the City Attorney's Office start the collection process on the ePower Business Loan. Motion carried.

## CLOSED SESSION

9. Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e) Wis. Stats. for the purpose of negotiating the purchasing of public properties or conducting other specified public business, to-wit: a subordination request from Catering Culinary Arts Business Loan, discussion on potential development at 820 Indiana Avenue, discussion on potential purchase of Mayline property on N Commerce Street, and discussion on Appraisal and possible Offer to Purchase 639 N Commerce Street, where competitive and bargaining reasons require a closed session.

Motion by Steven Harrison, second by Jim Conway to go into closed session.

Aye: Filicky-Peneski, Owen, Conway, Messner, Harrison, Martinez and Hofland  
Nay: None

Motion carried.

## OPEN SESSION

10. Motion to reconvene into open session

Motion by Steven Harrison, second by Deidre Martinez to reconvene into open session.

Aye: Filicky-Peneski, Owen, Conway, Messner, Harrison, Martinez and Hofland  
Nay: None

Motion carried.

## ITEMS FOR DISCUSSION AND POSSIBLE ACTION

11. Discussion and possible action on Catering with Culinary Artists business loan subordination.

The Redevelopment Authority inquired about the owner's providing a personal guarantee. The person guarantee would ensure that the Black Pig will have just as much stake in the loan as the Redevelopment Authority.

Motion by Darrell Hofland, second by Jim Conway to approve contingent on the owners of Catering with Culinary Artists providing a personal guarantee. Motion carried.

12. Discussion and possible action 820 Indiana Avenue.

The committee reviewed the terms that the developer had brought forward.

Motion Deidre Martinez, second by Jim Conway to approve the "concept" with the following conditions: Lease would not be reduced, developer could apply for a business loan to assist with funding but funding is not guaranteed, property could be split but a shared access agreement will be required for access to hotel, the ground lease would need to be modified to reflect the properties being split. Motion carried.

13. Discussion and possible action on the Mayline property located on N Commerce Street.

Motion Steven Harrison, second by Deidre Martinez to direct the City Attorney to continue on with negotiations. Motion carried.

14. Discussion and possible action on 639 N Commerce Street.

Motion Steven Harrison, second by Deidre Martinez to direct the City Attorney to continue on with negotiations. Motion carried.

15. Discussion and possible action on South Pier development discussed at previous meeting.

Community Development Planner Janet Duellman inquired about the previous discussion on the Pipkorn proposal. The committee reaffirmed that they would like to see the updated plans with the changes made before moving forward with a ground lease or any other paperwork.

## **NEXT MEETING**

16. TBD

## **ADJOURN**

17. Motion to Adjourn

Motion by Deidre Martinez, seconded by Steven Harrison to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 9:38 a.m.