

**CITY OF TWO RIVERS  
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE  
AND  
COMMUNITY DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
Friday, December 27, 2024, 3:30 PM  
3<sup>rd</sup> Floor City Committee Room – City Hall**

**1. Call to Order**

The meeting was called to order by BIDC and CDA Chair Greg Coenen at 3:35 PM.

**2. Roll Call**

BIDC members present were Tom Christensen, Greg Coenen, Tracey Koach, Keith Lyons and Scott Stechmesser. BIDC members absent and excused: Betty Bittner, Shannon Derby, Dave Kalista and Dan Wettstein. Mr. Buckley noted that there was a quorum of the BIDC present (5 of 9 members).

CDA members present were Greg Coenen, Tracey Koach, Keith Lyons and Scott Stechmesser.. CDA members absent and excused: Betty Bittner, Shannon Derby and Dave Kalista. Mr. Buckley noted that there was a quorum of CDA present (4 of 7 members).

Others present were Gregory Buckley, City Manager.

**3. Approval of Meeting Minutes**

For the BIDC, Christensen moved, supported by Koach, to approve the minutes of the August 26, September 24 and November 26, 2024 meetings as presented. The motion was approved by voice vote, without dissent.

For the CDA, Stechmesser moved, supported by Lyons, to approve the minutes of the August 26, September 24 and November 26, 2024 meetings as presented. The motion was approved by voice vote, without dissent.

**4. CDA Action Items**

- A. Authorize Extension of Right of First Refusal Agreement With WG&R Bedding, Pertaining to 2-Acre Parcel at Woodland Industrial Park

Mr. Buckley provided background information on the Agreement, which has been in place for at least two years and was last extended at the end of 2023.

Following discussion, Stechmesser moved, supported by Koach, to authorize a one-year extension of the Agreement, with no change in terms. The motion was approved by voice vote, without dissent.

- B. Authorize Release of Mortgage on Block 3, Lot 10 of Sandy Bay Highlands Subdivision No. 2, in Return for Payment of Deferred Price by Fresh Coast Construction, LLC (Spec House Constructed by Fresh Coast Construction, LLC is Being Sold, With Planned Closing Date of December 31, 2024.)

Mr. Buckley reviewed background on this transaction, initially approved by the CDA in September 2022. He noted that the purchase price for the lot was \$32,000, and the deferred payment was approved as an incentive for spec home construction. He added that he does not anticipate, based on recent discussions with the CDA regarding Phase 3 lots, that such an incentive will be offered in the future. CDA members present expressed their concurrence.

Following discussion, Lyons moved, supported by Koach, to authorize the release of mortgage, contingent upon receipt of payment in the amount of \$32,000. The motion was approved by voice vote, without dissent.

**5. Information Only**

- A. Closing on Sale of Industrial Park Parcel to Driver Solutions, Inc./Rush Logistics is Slated for December 30, 2024

Mr. Buckley reported that the closing, on a 2.5 acre parcel of land on Brown's Drive, is scheduled for December 30. The company's site and architectural plans will be presented for CDA and Plan Commission review, likely in the first quarter of 2025.

- B. Status of Sandy Bay Highlands Subdivision Phase 3

Mr. Buckley reported that the final version of the protective covenants for Phase 3 should be filed with the Register of Deeds on this date. Then the listing agreement with Amy Townsend of Berkshire Hathaway/Starck will be signed, for a period ending March 31, 2025. He noted that he had approved a one-lot listing agreement for sale of one lot in Phase 3, to a party who has been interested in purchasing a lot for several months. That sale is slated to close on January 7, for the list price of \$74,900.

There was discussion of an RFP for realtor services for a term starting on April 1, 2025. Mr. Buckley will contact the CDA members who had previously agreed to assist with such an RFP (Bittner, Coenen and Lyons).

- C. Staff Updates on Local Economic Development Projects

Mr. Buckley reported on current projects at Sauve's Automotive and Violet Inn. He also stated that there was redevelopment interest in the former Family Video site at Washington and 18<sup>th</sup> Streets.

**6. Next Regular Meeting Date**


It was noted that the next regular meeting date for the BIDC and CDA is January 27, 2025, at 5:15 PM

**7. Adjournment**

Stechmesser moved, supported by Lyons, to adjourn the BIDC meeting at 4:00 PM. The motion was approved by voice vote, without dissent.

Stechmesser moved, supported by Lyons, to adjourn the CDA meeting at 4:00 PM. The motion was approved by voice vote, without dissent.

Respectfully submitted,

  
Gregory E. Buckley  
City Manager