



**TWO
RIVERS**
WISCONSIN

BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE - COMMUNITY DEVELOPMENT AUTHORITY MEETING

Tuesday, August 26, 2025 at 5:15 PM

**Council Chambers - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

BIDC Members: Elizabeth Bittner, Thomas Christensen, Gregory Coenen, David Kalista, Tracey Koach, Keith Lyons, Doug Brandt, Darla LeClair

CDA Members: Gregory Coenen, David Kalista, Tracey Koach, Keith Lyons, Daniel Wettstein, Doug Brandt, Darla LeClair

3. APPROVAL OF MEETING MINUTES

- A. Approval of the Minutes of the July 22, 2025 Joint Meeting
 - Approval by the BIDC
 - Approval by the CDA

4. CDA BUSINESS

- A. Update on Construction Activity, Marketing Activity, and Lot Sales at Sandy Bay Subdivision
- B. Consideration to waive minimum house size requirement in Phase 1

5. BIDC BUSINESS

Status Updates on:

- A. Pop-Start Pizza
- B. Violet Inn Lounge & Spa
- C. The Hook Lanes & Games
- D. All Energy Management
- E. D&D Woodcrafters

6. BIDC AND CDA BUSINESS

- A. Review Site Plan for Proposed Use of Property in the Columbus Industrial Park by the City's Public Works Department with Business Park Owners in Attendance

7. NEXT REGULARLY SCHEDULED MEETING

-Tuesday, September 23, 2025, 5:15 PM

8. CLOSED SESSION

The BIDC/CDA reserves the right to enter into a Closed Session, per Wisc. Stats 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

--Discuss sale of property

9. RECONVENE IN OPEN SESSION

To consider possible actions in follow-up to closed session discussions

10. ADJOURNMENT

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

**CITY OF TWO RIVERS
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE
AND
COMMUNITY DEVELOPMENT AUTHORITY
REGULAR MEETING
Tuesday, July 22, 2025, 5:15 PM
Council Chambers, City Hall**

1. Call to Order

In the absence of BIDC and CDA Chair Greg Coenen, the meeting was called to order by BIDC and CDA Vice Chair Keith Lyons at 5:21 PM.

2. Roll Call

BIDC members present were, Doug Brandt, Thomas Christensen, Dave Kalista, Tracey Koach, Darla LeClair, Keith Lyons . Absent and excused: Betty Bittner and Greg Coenen. The Chair noted that a quorum of six of nine BIDC members were present, with two absent and one vacancy.

CDA members present were Doug Brandt, Dave Kalista, Tracey Koach, Darla LeClair, Keith Lyons and Dan Wettstein. Absent and excused: Greg Coenen. The Chair noted that a quorum of six of seven CDA members were present.

Others present: Gregory Buckley, City Manager and Matthew Heckenlaible, City Engineer/Public Works Director.

3. Approval of Meeting Minutes

For the BIDC, Christensen moved, supported by Koach, to approve the minutes of the June 24, 2025 regular meeting, as presented. The motion was approved by voice vote, without dissent.

For the CDA, Wettstein moved, supported by Kalista, to approve the minutes of the June 24, 2025 regular meeting, as presented. The motion was approved by voice vote, without dissent.

4. CDA Business

A. Update on Construction Activity, Marketing Activity and Lot Sales at Sandy Bay Subdivision

Mr. Buckley reported that closing on the sale of two lots on Rawley Court in Phase 3, to Lakeshore Residential, had closed on July 9. Two other accepted offers for lots in Phase 3, on Sandy Ridge Drive, are slated to close in late July or early August. Bids on Sandy Bay Phase 3 remaining infrastructure (primarily concrete curb and base course asphalt paving) will be let in August, for Fall 2025 completion.

B. Discuss Status of Lot 16, Block 2 of Phase 2 at Sandy Bay Subdivision

Mr. Buckley reported that he had forwarded a Purchase and Sale Agreement, prepared by the City Attorney, to lot owners Mark and Jessica Liska for their review and signature. The agreement provides for conveying that lot back to the CDA for the original purchase price of \$48,000, due to the current owners not timely completing construction of a new home on the lot in accordance with the subdivision covenants (timetable had been extended by previous actions of the CDA).

The City Manager further stated that the agreement was returned, signed, by the Liskas earlier in the day on July 22; it will be forwarded to First American Title for assistance with title insurance and closing documents.

The Committee then discussed future marketing of this soon-to-be returned parcel, noting that

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current pricing for Phase 3 lots would point to a much higher asking price than the current owners paid in 2020.

Mr. Heckenlaible presented a proposed layout that would:

--Add approximately 7,000 SF of area, mostly wetlands, to be taken from adjacent Block 2 Lot 17 to the east to the subject parcel, then

--Divide the parcel into 2 parcels, resulting in a southerly parcel with area of approximately 16,600 SF and a northerly parcel with area of approximately 28,460 SF.

He further suggested, based on pricing for comparable lots in Phase 3, that the southerly parcel be priced at \$64,900 and the northerly parcel at \$74,900.

Following discussion, Kalista moved, supported by Brandt, to direct City staff to proceed with the redivision and pricing as recommended by staff. The motion was approved by voice vote of the CDA, without dissent.

5. BIDC Business

A. Status Report on Loan to Pop-Start Restaurant Group

Mr. Buckley reported that Pop-Start's final loan draw was completed in late May; loan payments will start in August. Pop-Start has also submitted documentation of expenditures required for payment of the City's \$10,000 grant from TID 8; that grant will be disbursed once a lien waiver from the project's general contractor is submitted to the City.

B. Status Report on Loan to Milkweed Properties LLC for Violet Inn Project

The City Manager reported that the project is nearing completion. Loan documents for the City's \$200,000 loan have been provided to the developers for their review; they report that they have already met the requirement for privately-financed match. He also reported that the City loan will have a first mortgage on the business property, versus the second mortgage position that was expected when the loan was approved by the CDA. Other collateral will include a GBSA on the business personal property and a second mortgage on Melissa Nyssen's Two Rivers residence. He expects for the City loan to close in August.

C. Report on Other Outstanding Loans

Mr. Buckley reported that loans to TA Properties LLC (The Hook Lanes and Games), Sleger Holdings (All Energy Management) and Lambo Properties (D & D Woodcrafters) are all current on their payments.

6. BIDC and CDA Business

Review Site Plan for Proposed Use of Property in the Columbus Industrial Park by the City's Public Works Department; Schedule Review With Nearby Property Owners Invited for August or September Meeting

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Mr. Heckenlaible presented a proposed site plan for use of the parcel at 2701 18th Street, which currently includes the leased site for a cell tower, for Public Works Department storage of bulk concrete (removed from street and utility projects), ground up concrete, gravel, topsoil, and other materials. He noted that the 18th Street frontage of the site would be fenced/screened.

The City Engineer further reported that “municipal uses” are a permitted in the I-2 zoning district, so no special zoning approval is required. As for the industrial park covenants, the City’s former Planner/Community Development Director had reported in June 2024 that waivers would be needed from the BIDC and CDA for the following covenants:

- Requirement for at least 2,500 SF of building per acre; there would be no building associated with this use
- Requirement for visual screening of outdoor storage and that such storage be limited to the rear Two-thirds of the site and behind building setback lines (Note: screening is proposed along the street frontage of the lot)

Following discussion, Koach moved, supported by Bittner, for the BIDC to grant the requested waiver from the Columbus Industrial Park covenants, and to invite all park businesses to the August BIDC and CDA meeting for a review of this project. The motion was approved by voice vote, without dissent.

Koach moved, supported by Bittner, for the CDA to also approve the requested waiver from the Columbus Industrial Park covenants, and to invite all park businesses to the August BIDC and CDA meeting for a review of this project. The motion was approved by voice vote, without dissent.

7. Next Regularly Scheduled Meeting

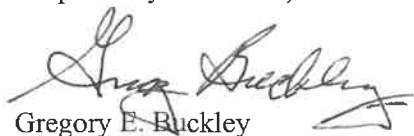
It was noted that the next regular meeting is scheduled for Tuesday, August 26 at 5:15 PM.

8. Adjournment

LeClair moved, supported by Koach, to adjourn the BIDC meeting at 6:15 PM. The motion was approved by voice vote, without dissent.

LeClair moved, supported by Wettstein, to adjourn the CDA meeting at 6:15 PM. The motion was approved by voice vote, without dissent.

Respectfully submitted,



Gregory E. Buckley
 City Manager
 Secretary for the BIDC and CDA