



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
[www.cityofracine.org](http://www.cityofracine.org)

## Meeting Minutes - Draft

### Community Development Authority

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Wednesday, March 17, 2021

5:30 PM

Virtual

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#### Call To Order

*Chairman Martin called the meeting to order at 5:32 p.m.*

#### Roll Call

**PRESENT:** 4 - Mason, Vice Chair Adamski, Chair Martin and Thomas

**EXCUSED:** 3 - Pucci, Bukacek and West

#### Approval of Minutes for the January 7, 2021 Meeting.

**A motion was made by Adamski, seconded by Mason, to approve the minutes of the January 7, 2021 Meeting. The motion PASSED by a Voice Vote.**

#### [0196-21](#)

**Subject:** Communication from the Manager of Neighborhood Services requesting the approval of the proposed TID No. 22 application process and authorization for the Department of City Development and Community Development Authority to begin accepting applications.

**Attachments:** [ABM-TID 22 Application Program](#)

*Matthew Rejc, Manager of Neighborhood Services, described the program and explained the application procedures. He stated there will be an application window and, at its conclusion, staff will provide the CDA members with copies of the submitted applications. Rejc explained the information that will be collected from the application and stated there is a tentative fee of \$75.00.*

*Mason expressed angst about the fee. He stated he was thinking about the working class homeowner that we are encouraging to apply to fix up their homes. He also stated that he wants to clarify that the program is for owner occupants. Other than that, he thinks the application gives flexibility on what is needed.*

*Chairman Martin stated that one program would be for code enforcement and another more for upgrades. He stated that it may be possible to include the fee on one program and exclude it on the other.*

*In response to Mason, Rejc stated the fee, in effect, would be a processing fee. He stated it would apply if additional research were needed, title was needed, etc.*

**A motion was made by Mason, seconded by Thomas, to receive and file the item. The motion PASSED by a Voice Vote.**

[0197-21](#)

**Subject:** Consideration of Resolution 21-02 approving a request by the Executive Director to apply for \$471,078 in CDBG Public Facilities and Infrastructure funding from the City of Racine for the demolition and clearance of CDA-owned buildings at 1500 N. Memorial Drive.

**Attachments:** [ABM-UPEC Demolition](#)  
[CDA Resolution 21-02 \(UPEC Demolition\)](#)

*Bill Bowers, CDA Executive Director, explained the request. He stated the property became owned by the CDA as a result of the city taking over the property due to taxes. He stated the property has significant deterioration to the point where trees are visibly growing through the roof and portions of the roof has collapsed which warrants the CDA to seek funds for its demolition. He stated the Neighborhood Services Division released funds for its Community Development Block Grant and staff is recommending that the CDA apply.*

*Thomas asked what company would tear down the building.*

*Bowers stated the demolition would be bid out and go through a formal process.*

*Brief discussion ensued.*

*Mason stated that the CDA has control over a number of blighted properties that should be limited to the resources we have available.*

**A motion was made by Adamski, seconded by Thomas, to adopt CDA Resolution 21-02 granting permission to apply for \$471,078 in CDBG Public Facilities and Infrastructure funding from the City of Racine for the demolition and clearance of CDA-owned buildings at 1500 N. Memorial Drive. The motion PASSED by a Voice Vote.**

[0198-21](#)

**Subject:** Consideration of Resolution 21-03 authorizing the preparation and submittal of an application for US EPA Brownfield Cleanup Revolving Loan Fund (BC-RLF) Supplemental Grant for the City of Racine.

*Matthew Sadowski, Manager of Planning and Redevelopment, explained the request. He stated that the resolution was revised to add the \$500,000 amount for the application. He stated that staff has been working with the Brownfield Cleanup Revolving Loan Fund since 2010 and it has been very helpful for projects around the City. He stated we would like to replenish the funds so that we have enough for additional projects.*

*Mason agreed that the maximum amount of funding should be applied for. He stated we are hoping that brownfields will be a larger part of the discussion regarding the federal stimulus programs.*

**A motion was made by Adamski, seconded by Mason, to adopt CDA Resolution 21-03 approving the preparation and submittal of an application for US EPA Brownfield Cleanup Revolving Loan Fund Supplemental Grant for the City of Racine. The motion PASSED by a Voice Vote.**

**CLOSED SESSION**

*Chairman Martin read the closed session notice.*

**It is intended that the Community Development Authority convene in Closed Session pursuant to Wisconsin Statutes Sec. 19.85(1)(e) regarding the deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting of other specific public business, whenever competitive or bargaining reasons require a Closed Session.**

**At 6:01 p.m., a motion was made by Mason, seconded by Thomas, to go into Closed Session, the motion PASSED by the following vote:**

**AYES:** 4 - Mason, Vice Chair Adamski, Chair Martin and Thomas

**EXCUSED:** 3 - Pucci, Bukacek and West

[0199-21](#)

**Subject:** Request by the Executive Director to discuss responses to Official Notice 17-2020 (Request for Qualification, Environmental and Engineering Services related to Brownfield Initiatives).

[0200-21](#)

**Subject:** Consideration of an amendment to the offer to purchase submitted to the Community Development Authority for CDA-owned properties at 1623 & 1701 DeKoven Avenue, 1800 S. Memorial Drive, and 1831 Phillips Avenue, for an extension due to COVID-19 delays.

**The Community Development Authority will return to Open Session and may take action on items discussed in Closed Session.**

## **OPEN SESSION**

**At 6:40 p.m., a motion was made by Mason, seconded by Thomas, to reconvene into Open Session, the motion PASSED by the following vote:**

**AYES:** 4 - Mason, Vice Chair Adamski, Chair Martin and Thomas

**EXCUSED:** 3 - Pucci, Bukacek and West

[0199-21](#)

**Subject:** Request by the Executive Director to discuss responses to Official Notice 17-2020 (Request for Qualification, Environmental and Engineering Services related to Brownfield Initiatives).

**A motion was made by Mason, seconded by Thomas, to approve CDA Resolution 21-04 as discussed. The motion PASSED by a Voice Vote.**

[0200-21](#)

**Subject:** Consideration of an amendment to the offer to purchase submitted to the Community Development Authority for CDA-owned properties at 1623 & 1701 DeKoven Avenue, 1800 S. Memorial Drive, and 1831 Phillips Avenue, for an extension due to COVID-19 delays.

**A motion was made by Adamski, seconded by Thomas, to approve CDA Resolution 21-05 with the amendment that staff conduct due diligence as discussed. The motion PASSED by a Voice Vote.**

## **Adjournment**

*There being no further business, the meeting adjourned at 6:42 p.m.*