



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Meeting Minutes - Final

### Redevelopment Authority of the City of Racine

*Alderman James Morgenroth*  
*James Spangenberg*  
*David Lange*  
*Gregory Holding*  
*Robert Anderson*  
*Jen Adamski-Torres*  
*Doug Nicholson*  
*John Crimmings*

---

Monday, October 3, 2016

5:15 PM

City Hall, Room 303

---

#### Call To Order

**PRESENT:** 6 - James Spangenberg, Gregory Holding, Robert Anderson, Jen Adamski-Torres, Doug Nicholson and John Crimmings  
**EXCUSED:** 1 - James Morgenroth

Others present:

*Amy Connolly, Director of City Development*  
*Matt Sadowski, Assistant Director of City Development*  
*Mike Lechner, Housing Technician*  
*Michelle Cook, Secretary of City Development*

#### Approval of Minutes for the August 29, 2016 Meeting.

**A motion was made by Commissioner Spangenberg, seconded by Commissioner Anderson, to approve the minutes of the August 29, 2016 meeting. The motion PASSED by a Voice Vote.**

#### Budget and Finance:

Draft 2017 Budget

*Director Amy Connolly explained that she asked the Finance Department to assist in making a budget for the Redevelopment Authority. She explained the draft budget for 2017. The budget includes actual costs for the 2016 year and estimated costs for 2017. She explained that the mowing and plowing of RDA-owned properties will be going out for bid later this year and we hope for that cost to decrease as we hope to own fewer properties going forward. She stated she would like to bring the final budget to the November meeting for approval by the RDA.*

**A motion was made by Commissioner Adamski-Torres, seconded by Commissioner Nicholson to receive and file the draft budget. The motion PASSED by a Voice Vote.**

#### RDA-Owned Property Report:

### Southside Industrial Park Report

*Director Connolly presented a marketing activity report for the Southside Industrial Park from RFP Commercial.*

*Commissioner Adamski-Torres asked what the next steps were regarding marketing of the sites.*

*Director Connolly explained that the next step would be to work with the Racine County Economic Development Corporation to discuss suitability of the site for prospective tenants.*

### Other RDA-owned Property Report

*Director Connolly introduced Mike Lechner, Housing Technician. Mr. Lechner described the properties owned by the RDA that we are looking to sell. He went over each property and described their location and condition. There are currently ten properties owned by the Authority that either are or will be available for sale: 1800 S. Memorial Drive; 1701 De Koven Avenue; 1730 Phillips Avenue; 1623 De Koven Avenue; 615 S. Marquette Street; 233 Lake Avenue; 526 Marquette Street; 1248 Washington Avenue – there is currently a tenant in the building and closing is supposed to take place in December; 3124 Washington Avenue – is an empty lot in West Racine that shares a parking lot with the CVS Pharmacy; 955 Marquette Street – is a 7 foot awkward piece of property, Mr. Lechner stated he spoke with the people who live adjacent to the property and they may be interested in acquiring that strip of property.*

**A motion was made by Commissioner Anderson, seconded by Commissioner Adamski-Torres to receive and file the report with the direction to staff to develop a proposal for 955 Marquette Street regarding dividing the property and to begin the process on collecting bids for the demolition of 526 Marquette Street.**

### [0840-16](#)

**Subject:** (Direct Referral) Request by the Executive Director authorizing the release of a Request for Qualifications for the selection of an “on-call” real estate brokerage to represent the RDA in the selling and purchase of property.

**Attachments:** [RDA Brokerage RFQ draft](#)

*Director Connolly explained the item; we are currently working with the Finance Department to develop a Request for Qualifications to market and sell properties owned by the Authority. She stated there would be no upfront expenses; payment would come with the sale of the property. Director Connolly explained the responsibilities of the prospective brokerage firm and we are looking to have the firm begin at in January 2017.*

*Commissioner Crimmings expressed concern with the selection criteria; notably the knowledge of the local area and the insurance requirement.*

*Director Connolly explained that the insurance requirement came from our environmental attorney as some of the sites are contaminated. She stated she would follow up with the environmental attorney to see if that requirement can be reduced.*

*Commissioner Adamski-Torres expressed concern with the October 25th due date. Director Connolly stated the goal was to have applications to review at the November RDA meeting, but that the date could possibly be pushed back.*

*Chairman Holding stated he would like to have this document back to review at the November RDA meeting.*

*Note: A motion by Commissioner Nicholson, seconded by Commissioner Anderson to approve the item was withdrawn.*

**A motion was made by Commissioner Adamski-Torres, seconded by Commissioner Nicholson, to defer this item to the November RDA meeting. The motion PASSED by a Voice Vote.**

[0841-16](#)

**Subject:** (Direct Referral) Request by the Executive Director authorizing the development and release of a Request for Qualifications for a developer for the RDA-owned property at 615 Marquette Street.

*Director Connolly reviewed the rough draft for the request for qualifications for 615 Marquette Street. She stated the goal of the request is to select a developer that has financial feasibility to complete the project. The focus is economic feasibility; the architectural renderings would come afterwards.*

*Commissioner Crimmings asked about the possibility of granting an option to potential developers. He expressed concern with the timeline in giving developers the opportunity to conduct a market study of the area.*

*Director Connolly stated that an option or a predevelopment is a possibility and we can change the RFQ to provide for time to conduct a market study.*

**A motion was made by Commissioner Crimmings, seconded by Commissioner Adamski-Torres to adopt RDA Resolution 16-19 approving the request with the addition of adding time to the RFQ for potential developers to conduct a market study. The motion PASSED by a Voice Vote.**

## CLOSED SESSION

*Chairman Holding read the closed session notice.*

**A motion was made by Nicholson, seconded by Anderson, that this be Adopted. The motion PASSED by the following vote:**

**AYES:** 7 - James Spangenberg, David Lange, Gregory Holding, Robert Anderson, Jen Adamski-Torres, Doug Nicholson and John Crimmings

**EXCUSED:** 1 - James Morgenroth

It is intended that the Redevelopment Authority will convene in closed session pursuant to Wisconsin Statutes Sec. 19.85(1)(f) to consider financial data of specific persons and pursuant to Wisconsin Statutes, Sec. 19.85(1)(e) to consider strategy where bargaining reasons require a closed session.

**At 6:18 p.m. a motion was made by Commissioner Nicholson, seconded by Commissioner Anderson to go into Closed Session. The motion PASSED by the following vote:**

[0842-16](#)

**Subject:** (Direct Referral) Request by the Executive Director to receive a proposal for building purchase from Baby Express, represented by Sheila Urquhart, regarding RDA-owned property at 1511 Washington Avenue.

## OPEN SESSION

**At 7:05 p.m. a motion was made by Commissioner Adamski-Torres, seconded by Commissioner Anderson to reconvene into Open Session. The motion PASSED by the following vote:**

**AYES:** 7 - James Spangenberg, David Lange, Gregory Holding, Robert Anderson, Jen Adamski-Torres, Doug Nicholson and John Crimmings

**EXCUSED:** 1 - James Morgenroth

No action was taken on closed session items.

**Next Meeting Date: Monday, November 7, 2016**

## Adjournment

*There being no further business, the meeting adjourned at 7:05 p.m.*