



# City of Racine

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

## Meeting Minutes - Draft

### Redevelopment Authority of the City of Racine

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Thursday, September 6, 2018

6:00 PM

City Hall, Room 303

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#### Call To Order

*Chairman Spangenberg called the meeting to order at 6:05 p.m.*

**PRESENT:** 5 - Jen Adamski, Doug Nicholson, John Crimmings, Robert Anderson and James DeMatthew

Misc. Notes/Arrivals:

*Cory Mason and James Spangenberg were also present (members not listed in the attendance).*

#### Approval of Minutes for the July 19, 2018 Meeting.

**A motion was made by Nicholson, seconded by Adamski, to approve the minutes of the July 19th meeting. The motion PASSED by a Voice Vote.**

[0889-18](#)

**Subject:** (Direct Referral) A request from Heather Vanoss for review and approval of a White Box Grant for the property at 1207 N. Main Street. (DC-18)

**Attachments:** [1207 N Main St. WB](#)

*Chief Building Inspector Ken Plaski introduced the request. He stated the space is proposed to be a salon and they are looking to add an ADA restroom on the first floor. The applicant, Heather Vanoss, briefly described her request.*

*It was clarified that the sink bowls and hair stations are not part of the White Box grant request.*

**A motion was made by Anderson, seconded by Nicholson, to approve the White Box Grant request for 1207 N. Main Street in the amount of \$3,250.00. The motion PASSED by a Voice Vote with Crimmings abstaining.**

[0890-18](#)

**Subject:** (Direct Referral) A request from Tracy Stacy for review and approval of a White Box Grant for the property at 1700 N. Main Street.

**Attachments:** [1700 N Main St. WB](#)

*Plaski described the request. He stated the applicant is looking to add life safety exiting, an ADA restroom, along with other required improvements. He stated the building is 2,640 square feet and is 98 years old. The maximum grant award would be \$12,491.50. The applicant, Tracy Stacy, briefly described her request.*

*Adamski asked how long the space has been vacant.*

*Stacy stated for a long time, they had a prospective tenant at one point, however that fell through.*

**A motion was made by Crimmings, seconded by DeMatthew, to approve the White Box Grant request for 1207 N. Main Street in the amount of \$12,491.50. The motion PASSED by a Voice Vote.**

[0891-18](#)

**Subject:** (Direct Referral) A request from Jessica Omelian for review and approval of a White Box Grant for the property at 829 Wisconsin Avenue.

**Attachments:** [829 Wisconsin Ave. WB](#)

*Plaski described the request. He stated the building is 938 sq. ft. and is around 98 years old. The applicant is looking to do upgrades to the HVAC and self-perform drywall work (only materials would be covered under the grant for the drywall work). He stated the space is proposed to be a collaborative office space. The applicant, Jessica Omelian, briefly described her request.*

**A motion was made by Anderson, seconded by DeMatthew, to approve the White Box Grant request for 829 Wisconsin Avenue in the amount of \$3,521.35. The motion PASSED by a Voice Vote.**

[0904-18](#)

**Subject:** (Direct Referral) A review of a facade renovation project for the property at 3113 Douglas Avenue.

**Attachments:** [3113 Douglas Facade Desi 001](#)  
[3113 Douglas Favade Gran 001](#)  
[3113 Douglas Favade Gran 009](#)

*Matt Sadowski, Assistant Director, explained the request. He stated the design and the grant have to be approved by the Authority as the property is outside of the Downtown Design Review Area. Sadowski stated the applicant is looking to paint, add decorative fencing, and redo the entrance to the building.*

*Sadowski stated the only conflict with the proposed plan is that the wood material is not allowed within 8 feet of grade due to the potential of damage.*

*In response to Adamski, the applicant, Dan Taivalkoski, stated he would like to begin work as soon as his request is approved.*

*Discussion ensued regarding the wood material and signage.*

**A motion was made by Crimmings, seconded by Anderson, to adopt RDA Resolution 18-24, with recommended changes to the resolution to address the use of the wood material. The motion PASSED by a Voice Vote.**

[0905-18](#)

**Subject:** (Direct Referral) A review of a facade grant for a facade renovation project at 3113 Douglas Avenue.

**Attachments:** [3113 Douglas Favade Gran 001](#)  
[3113 Douglas Favade Gran 009](#)

*Sadowski stated the façade grant submitted was complete and all of the components presented were eligible.*

**A motion was made by Nicholson, seconded by DeMatthew, to adopt RDA Resolution 18-25 approving the façade grant up to \$10,000.00 for the property at 3113 Douglas Avenue. The motion PASSED by a Voice Vote.**

[0906-18](#)

**Subject:** (Direct Referral) A review of a facade renovation project for the property at 1700 N. Main Street.

**Attachments:** [applicant-submittal](#)

*Sadowski explained the request. He stated the applicant, Tracy Stacy, is looking to replace windows, repair the awning, remove the chain link fence and add decorative fencing, and paint the building.*

*Stacy stated she is looking to bring character to the building.*

**A motion was made by Crimmings, seconded by Nicholson to adopt RDA Resolution 18-26 approving the request. The motion PASSED by a Voice Vote.**

[0907-18](#)

**Subject:** (Direct Referral) A review of a facade grant for a facade renovation project at 1700 N. Main Street.

**Attachments:** [applicant-submittal](#)

*Sadowski stated the quotes received were all eligible for the façade grant program. He stated it was up to the RDA to determine if the awning is eligible.*

**A motion was made by Crimmings, seconded by Mason, to adopt RDA Resolution 18-27 approving the façade grant as presented up to \$10,000.00. The motion PASSED by a Voice Vote.**

[0899-18](#)

**Subject:** Resolution 18-21 authorizing the acceptance of bids and a contractor for laboratory services for re-development services.

**Attachments:** [Laboratory Services for re-development services](#)  
[Resolution 18-21 Acceptance of BIDS for Laboratory Services with PACE](#)

*Amy Connolly, Executive Director, explained the request. She stated as part of the Site Assessment Grant (SAG), a laboratory services contract needs to be awarded. She stated Kathy Kasper, Purchasing Agent, went out for bid and three bids were received.*

*Kasper stated out of the bids received, Pace Laboratories was the lowest. Staff is asking for the RDA to accept the bids received and negotiate a contract with Pace Labs, the contract would be for three years.*

*DeMatthew asked if the three labs that submitted bids were used before.*

*Kasper stated not to her knowledge, however all are certified by the State of Wisconsin; the list came recommended by Ramboll, the City's environmental consultant.*

**A motion was made by Adamski, seconded by Mason, to adopt RDA Resolution**

18-21, accepting the bids and approving Pace Labs as the contractor for laboratory services. The motion PASSED by a Voice Vote.

0900-18

**Subject:** Resolution 18-22 approving the contract between GRAEF and the Redevelopment Authority for the master redevelopment implementation plan for the Water Street Redevelopment Area subject to final review and approval of the City Attorney.

**Attachments:**     [2018-08-30 Contract with Exhibits for Water St. Redevelopment](#)  
[Resolution 18-22 Contract with GRAEF for the master redevelopment implementation plan for the water street redevelopment area](#)

*Connolly stated the request was to approve the contract with GRAEF for the master redevelopment implementation plan for the Water Street Redevelopment Area. She stated the City Attorney still needs to review the contract and any substantial changes will be brought to the RDA for approval.*

*In response to Adamski, Connolly stated a lump sum payment is standards. She stated this is a fast moving contract with the hope that the work will be done by January.*

**A motion was made by Mason, seconded by Anderson, to adopt RDA Resolution 18-22 approving the contract between GRAEF and the Redevelopment Authority. The motion PASSED by a Voice Vote.**

0901-18

**Subject:** Resolution 18-23 approving change order no. 1 for the contract with Veit & Company, Inc. for the Water Street Redevelopment Area demolition project.

**Attachments:**     [Change order #1 Water Street Redevelopment Demolition Project](#)  
[Resolution 18-23 Change order no 1 for Water Street demolition Veit contract](#)

*Connolly explained the request. She stated asbestos was found behind a wall, behind a pipe in both of the bigger buildings of the site.*

*In response to Nicholson, Kasper stated that the amount being charged by Veit was presented in their initial bid packet.*

**A motion was made by Mason, seconded by Crimmings to adopt RDA Resolution 18-23 approving change order no. 1 for the contract with Veit & Company, Inc. The motion PASSED by a Voice Vote.**

0902-18

**Subject:** Communication from the Racine County Economic Development Corporation submitting its mid-year 2018 General Economic Development Contract activities report.

**Attachments:**     [2018.Q2 EDP Snapshot.City.Submitted](#)

*Connolly explained the report submitted by the Racine County Economic Development Corporation (RCEDC) and attached to this item. She stated RCEDC provides quarterly updates on their work in four areas: proactive business development including assisting existing businesses and recruiting new businesses and business finance activities; marketing activities to build relationships with internal and external stakeholders through programming; city staff support; and education and training*

*programs implemented to provide a competitive workforce.*

**A motion was made by Nicholson, seconded by Anderson, to receive and file the report. The motion PASSED by a Voice Vote.**

## **Executive Director's Report**

### **a. Update on Wild Root Market**

*Connolly stated Wild Root has met their challenge grant and raised \$100,000.00. The \$290,000.00 grant from the City can now be released.*

### **b. Update on Water Street Redevelopment**

*Connolly stated we are anxious to get started with GRAEF. She stated the goal is to have demolition and capping of the site completed in April 2019.*

## **CLOSED SESSION**

*Spangenberg read the closed session notice.*

It is intended that the Redevelopment Authority convene in closed session pursuant to Wisconsin Statutes, Sec. 19.85(1)(e) to deliberate or negotiate the purchase of public properties, to invest public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session.

**At 6:53 p.m. a motion was made by Adamski, seconded by Crimmings, to go into closed session. The motion PASSED by the following vote:**

**AYES: 7 - Jen Adamski, Doug Nicholson, John Crimmings, Robert Anderson, James Spangenberg, Cory Mason, and James DeMatthew**

[0903-18](#)

**Subject:** Communication from RDA Executive Director requesting to meet with the Redevelopment Authority in Closed Session concerning the sale of RDA and City-owned properties and incentives for redevelopment.

## **OPEN SESSION**

**At 8:20 p.m. a motion was made by Adamski, seconded by Crimmings to reconvene into open session to adjourn the meeting. The motion PASSED by the following vote:**

**AYES: 7 - Jen Adamski, Doug Nicholson, John Crimmings, Robert Anderson, James Spangenberg, Cory Mason, and James DeMatthew**

## **Adjournment**

*Meeting adjourned at 8:20 p.m.*

