



AGENDA OF THE ECONOMIC DEVELOPMENT AUTHORITY

**MONDAY, JUNE 3, 2019, 5:00 PM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. Roll Call.

- I. Members: Gary Sikich - Chair, Mike Borlee - Vice Chair, Ald. Brian Johnson, Pam Parish, Mahamed Rage, Michael Peot and John Calewarts

B. Approval of the Agenda.

- I. Approval of the agenda for the June 3, 2019, meeting of the Economic Development Authority.

C. Approval of Minutes.

- I. Approval of the minutes from the November 26, 2018, meeting of the Economic Development Authority.

D. Regular Business.

- I. Consideration with possible action on the disposition of 929 North Broadway (Tax Parcel 18-502) to Modern Built LLC for use with the Redevelopment Authority's New Homes in Your Neighborhood program.

E. Informational.

- I. Update on Brownfields Program.
2. Update on the I-43 Business Center.
3. Director's Report.
4. Date of next meeting: July 8, 2019.

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Economic Development Authority meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY

**MONDAY, NOVEMBER 26, 2018, 5:00 PM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. ROLL CALL.

I. Members: Gary Sikich - Chair, Mike Borlee - Vice Chair, Ald. Brian Johnson, Eric Genrich, Pam Parish, Mahamed Rage and Michael Peot

Members Present: Gary Sikich, Eric Genrich, Pam Parish, Brian Johnson, Mike Peot (arrived at 5:21 p.m.), Excused: Michael Borlee, Mahamed Rage

B. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the November 26, 2018, meeting of the Economic Development Authority.

Moved by Pam Parish, seconded by Eric Genrich to approve the agenda. Motion carried.
Yes- Brian Johnson, Eric Genrich, Pam Parish, Gary Sikich, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the minutes from the September 10, 2018, meeting of the Economic Development Authority.

Moved by Pam Parish, seconded by Eric Genrich to approve the minutes. Motion carried.
Yes- Brian Johnson, Eric Genrich, Pam Parish, Gary Sikich, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for M&M Warehousing, LLC Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution.

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Michael Peot arrived at 5:21 p.m.

Moved by Eric Genrich, seconded by Pam Parish to open the floor for discussion. Motion carried.
Yes- Brian Johnson, Eric Genrich, Pam Parish, Gary Sikich, No- None, Abstain- None

Moved by Pam Parish, seconded by Eric Genrich to close the floor for discussion. Motion carried.
Yes- Brian Johnson, Eric Genrich, Pam Parish, Gary Sikich, Mike Peot, No- None, Abstain- None

Moved by Pam Parish, seconded by Eric Genrich to approve the consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for M&M Warehousing, LLC Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution. Motion carried.
Yes- Brian Johnson, Eric Genrich, Pam Parish, Gary Sikich, Mike Peot No- None, Abstain- None

E. INFORMATIONAL.

I. Update on Brownfields Program.

Matt Buchanan presented an update on the Brownfields Program. No action needed.

2. Development Director's Report.

Kevin Vonck presented the Director's Report. No action needed.

3. Date of next meeting: December 10, 2018.

F. ADJOURNMENT.

Moved by Pam Parish, seconded by Eric Genrich to adjourn. Motion carried.
Yes- Eric Genrich, Pam Parish, Gary Sikich, Mike Peot, No- None, Abstain- None



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

June 3, 2019

PREPARED BY

Ken Rovinski, Staff

AGENDA ITEM # D.I.

Consideration with possible action on the disposition of 929 North Broadway (Tax Parcel 18-502) to Modern Built LLC for use with the Redevelopment Authority's New Homes in Your Neighborhood program.

BACKGROUND

This property was acquired by the City from the Brown County Treasurer in 2009 as part of a deal with the EDA. There was a single family unit on the property that was demolished, leaving a vacant, buildable site. Although the property is titled under the City and not the RDA, this property has been advertised on the City website under the New Homes in Your Neighborhood (NHIYN) program. Staff felt that this site was most suitable for redevelopment as a single-family, owner occupied house, just like the neighboring property that was previously owned by the RDA. Staff has received an application from Modern Built LLC for the program. Upon completion of the project, the home will be sold for owner-occupancy. The applicant has been working with staff to choose an appropriate building plan suitable for this site and has decided to use the Jackson plan offered in the City's plan book. Upon approval from the EDA for disposition of the property and RDA approval for funding, construction can begin as soon as permits are submitted and approved.

RECOMMENDATION

Approve the disposition of 929 North Broadway (Tax Parcel 18-502) to Modern Built LLC for use with the Redevelopment Authority's New Homes in Your Neighborhood program.

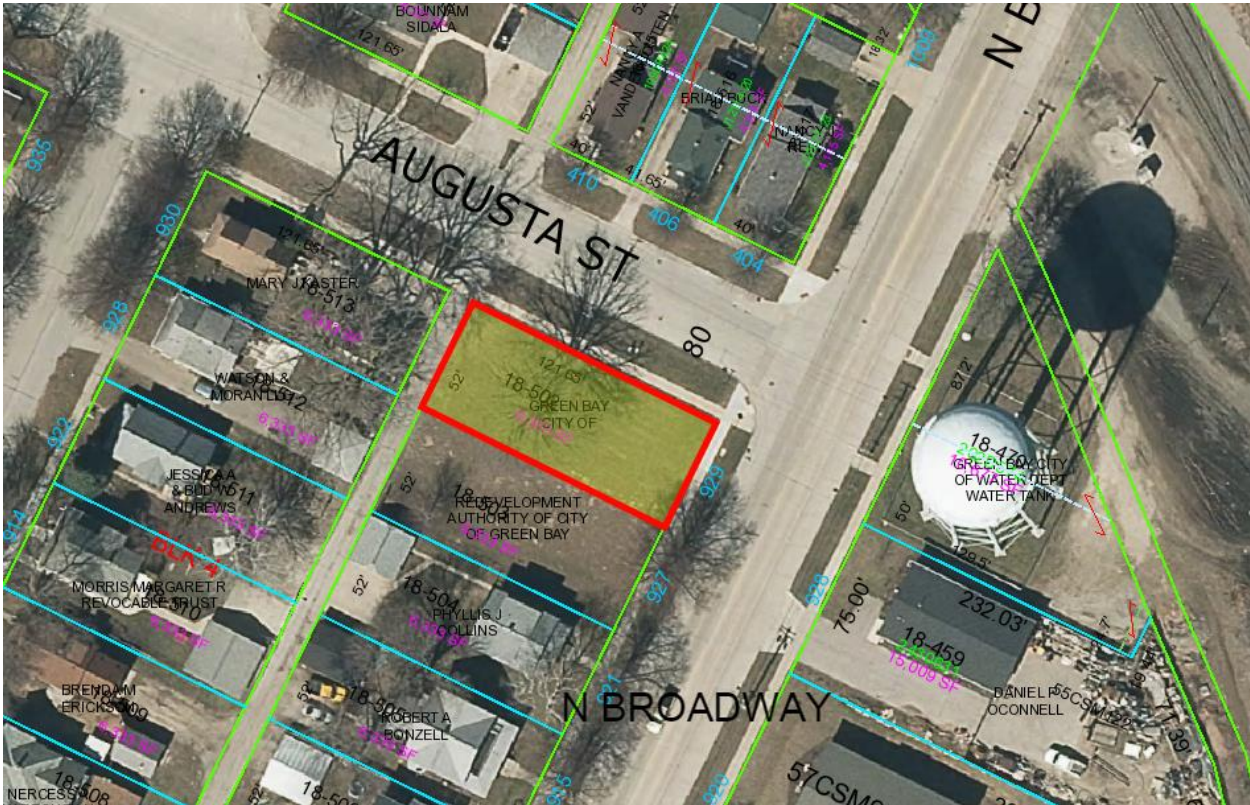
FISCAL IMPACT

This property was acquired by the City from the Brown County Treasurer using \$933.90 from TIF #17. The applicant is seeking the \$25,000 NHIYN grant and will be leveraging \$143,000.00 of their own funds for the construction.

ATTACHMENTS

1. 929 N Broadway report info
2. 929 N Broadway application

929 North Broadway



Property Information:

Parcel ID18-502
Lot Size 52' x 121'
Zoning Residential One

Current Tax Information:

Land Value \$10,500

Date Received: _____
Option Awarded: _____
Payment Received: _____
(For Office Use Only)



NEW HOMES IN YOUR NEIGHBORHOOD PROGRAM
Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, WI 54301



PLANNING OPTION APPLICATION FORM

Name/Company MODERN BUILT LLC - JAKE VANDEVOORT
Current Address W2838 ANGLING RD SEYMOUR, WI 54165
Telephone Number (Home) _____ (Work) 920-371-8473
Email doublevjake@hotmail.com
Source of funding (provide proof of available funds w/ application) Self funded
Estimated amount of Investment \$ \$168,000 (1200 sq ft @ \$140/sq ft)
Address of chosen RDA parcel 929 BROADWAY ST. GB WI
Briefly describe the project. Provide preliminary plans. SINGLE FAMILY RANCH
STYLE HOME AS PROVIDED BY CITY. NEIGHBORING HOME TO
BE RANCH STYLE AS WELL.

Will you be able to start construction in the next 6 months?

Yes / No (circle one)

Will you be occupying the house?
IF NO,

Yes / No (circle one)

Will this home be sold for owner occupancy?

Yes / No (circle one)

I certify that I have received a copy of the "New Homes in Your Neighborhood Grant Program Guidelines" and understand and accept the "Guidelines" as the basis for acceptance into the Program.

[Signature]
Signature

5/29/19
Date

Signature

Date



NEW HOMES IN YOUR NEIGHBORHOOD PROGRAM
Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, WI 54301



PROGRAM GUIDELINES

The New Homes in Your Neighborhood Program offers an exciting opportunity for new construction on existing neighborhood infill properties owned by the Redevelopment Authority (RDA) of the City of Green Bay. The program provides FREE lots and grant funding to construct single-family units for owner occupancy.

Eligibility:

- Individual(s) or developer(s) who complete(s) the RDA application process and fulfill the requirements outlined below.
- No income restrictions on individual(s) or developer(s) building or occupying the home.
- Applicant(s) may not have any open property complaints and must not have had any citations within the prior year in the City of Green Bay.
- RDA reserves the right to deny any application based on the applicant's ability to provide adequate information, as determined by the staff of the City of Green Bay.

Requirements:

- Final structure must be an owner occupied, single-family unit. (Attached townhomes are eligible if each unit is owner occupied.)
- Design and character must fit that of the existing neighborhood.
 - Final design, site plan and construction proposal must be approved by RDA.
- Applicant is responsible for all construction costs including, but not limited to, surveys and permits.
- Structure must be inspected by City Building Inspectors and deemed code-compliant upon completion.
- Any construction started prior to transfer of property may disqualify applicant from the program. Applicants are advised to not start work until project is approved and funded.
- Project must be completed within one (1) year of the date of transfer of the property.

Grant opportunity:

- Each parcel in the program is eligible for a grant of up to \$25,000. (Amount of grant dependent on proposed need.)
- Terms of grant provided to applicants is as follows:
 - Forgivable recorded, second mortgage loan at zero percent (0%) interest
 - No interest, no payments.
 - Loan will be given at closing of construction loan and can be utilized at first construction draws
 - Mortgage will be satisfied upon receipt of Certificate of Occupancy. (\$30 recording fee paid by applicant.)

- If applicant fails to complete project or is unfinished after 1 year from the date of transfer of land and second mortgage, the loan will be called due with payment in full and land will be returned to RDA.

Process:

- Applicant(s) must apply for a 60-day planning option to complete their due diligence in obtaining finalized construction plans, securing financing and completing any other necessary research pertaining to the project.
 - Once approved by City of Green Bay staff, applicant(s) is/are to submit a \$500 deposit in the form of a cashier's check made out to the "Redevelopment Authority of the City of Green Bay."
 - Deposit will secure the chosen property for the applicant(s) during the planning option period.
- Upon expiration of the 60-day planning option, or any extension thereof, applicant(s) must submit a final proposal to City of Green Bay staff to be evaluated and presented to the RDA with a recommendation for final approval of a development agreement.
- Once a development agreement with the RDA is approved, the planning option is considered fulfilled and the \$500 deposit will be returned to the applicant(s).
 - If the applicant(s) fail(s) to enter into a development agreement with the RDA, the deposit will not be returned.

To apply:

Review PROJECT GUIDELINES, then complete APPLICATION FORM and AUTHORIZATION FORM and submit signed forms to:

**Department of Community and Economic Development
Ken Rovinski, Real Estate Specialist
100 N. Jefferson Street, Room 608
Green Bay, WI 54301**

OR

Email to: kennethro@greenbaywi.gov

Date Received: _____
(For Office Use Only)



NEW HOMES IN YOUR NEIGHBORHOOD PROGRAM
Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, WI 54301



AUTHORIZATION FORM

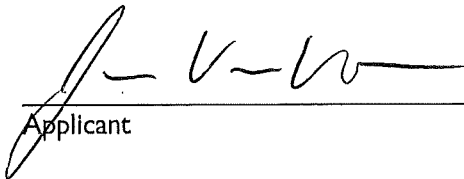
I/We hereby authorize the City of Green Bay, to discuss pertinent information with my financial institution relating to financial capabilities, loan information and any other related assets that are needed to qualify for the New Homes in Your Neighborhood Program.

I/We hereby authorize the City of Green Bay, to discuss pertinent information with my Builder/Developer and any other relevant parties regarding home plans, design and any other applicable information that is needed to qualify and attain the New Homes in Your Neighborhood Program.

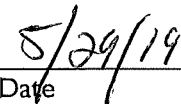
I/We further authorize the City of Green Bay, to receive and /or know of any documents and/or actions relating to our file. In addition, the City of Green Bay may, at its sole discretion, obtain a Credit Bureau Report to verify information submitted to help ascertain eligibility for the Program.

It is understood that a photocopy of this form will also serve as authorization.

The information the City of Green Bay obtains is only to be used in the New Homes in Your Neighborhood Program.



Applicant



Date

Applicant

Date

June 3, 2019

I-43 Business Center Economic Development Authority Meeting

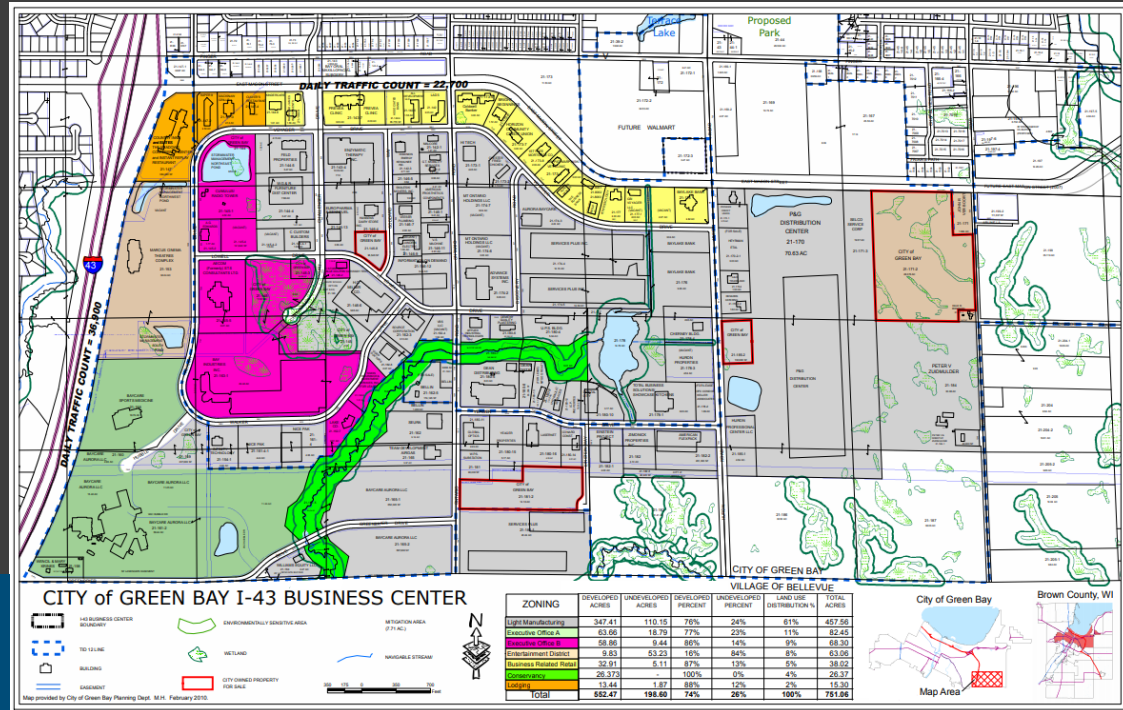


Expansion Feasibility - Wetland Study

Overview of I-43 Business Center

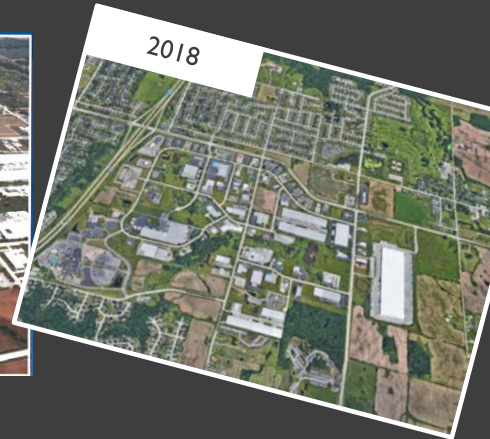
- Established 30+ years ago - owned entirely by the City
- Established specific zoning with covenants & design standards

Current I-43 Business Center
Boundaries and Zoning



Overview of I-43 Business Center

- **1987** - 580 acres when established.
- **1997-1998** - Nears capacity & expands east ... now 828 acres.
- **2003** - Smart Growth 2022 Comprehensive Plan adopted - recommends Business Center expansion east to South Northview Road.
- **Present** - City is no longer a property owner in the Business Center but interest remains high. Public Infrastructure will soon be available.



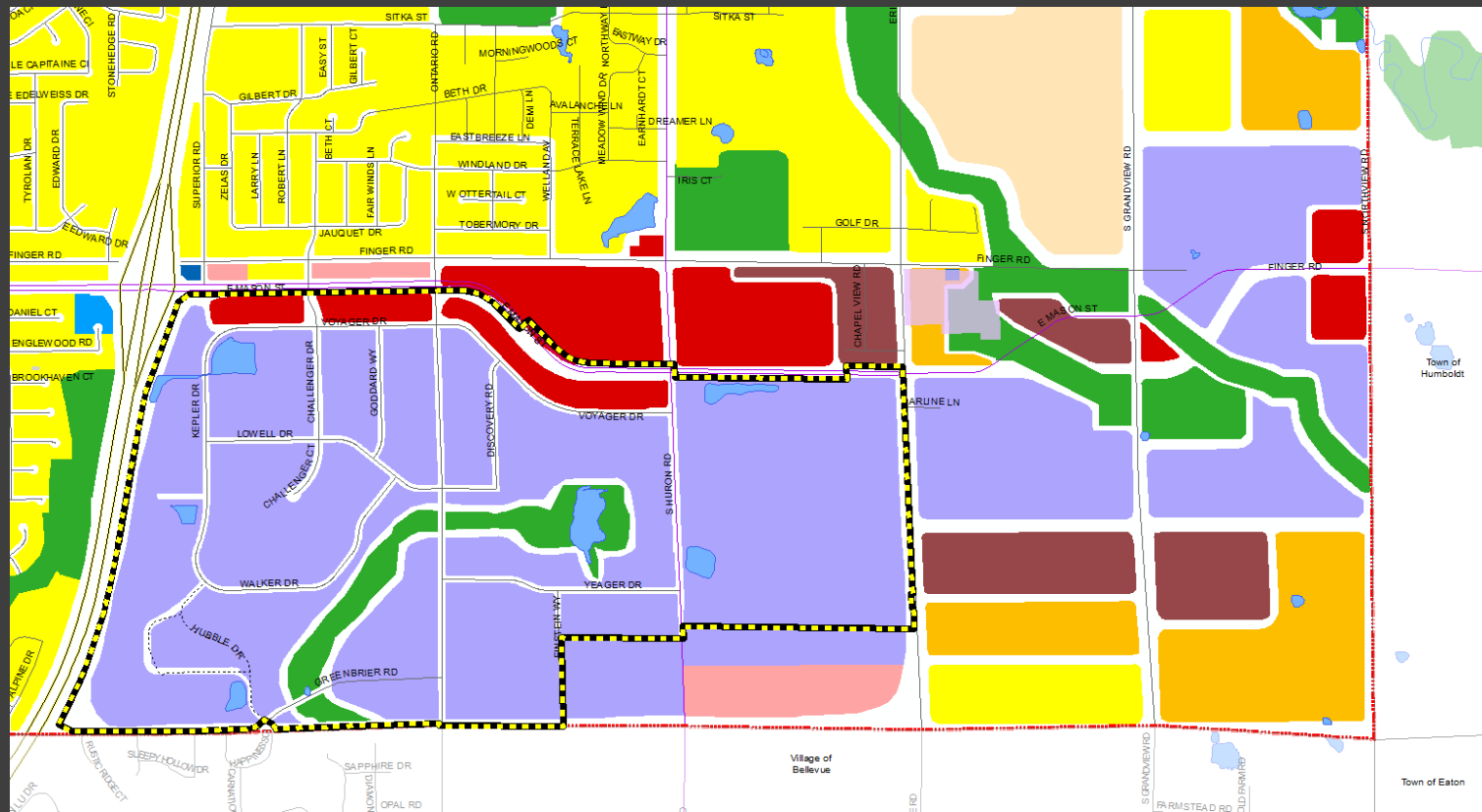
Where we are today...

- Beginning investigation of an expansion to the Business Center based on:
 - Comprehensive Plan recommendation.
 - Lack of available property within existing Business Center.
 - Infrastructure expansion planned.
- Study Area
 - Study area extends east from the existing Business Center to South Northview Road.
- Wetland Study/Determination - First Step
 - 50+ property owners within study area signed-off to evaluate suitability
 - City contracts a consultant to perform a wetland determination in the spring & summer of 2019.

Comprehensive Plan Land-Use Recommendation

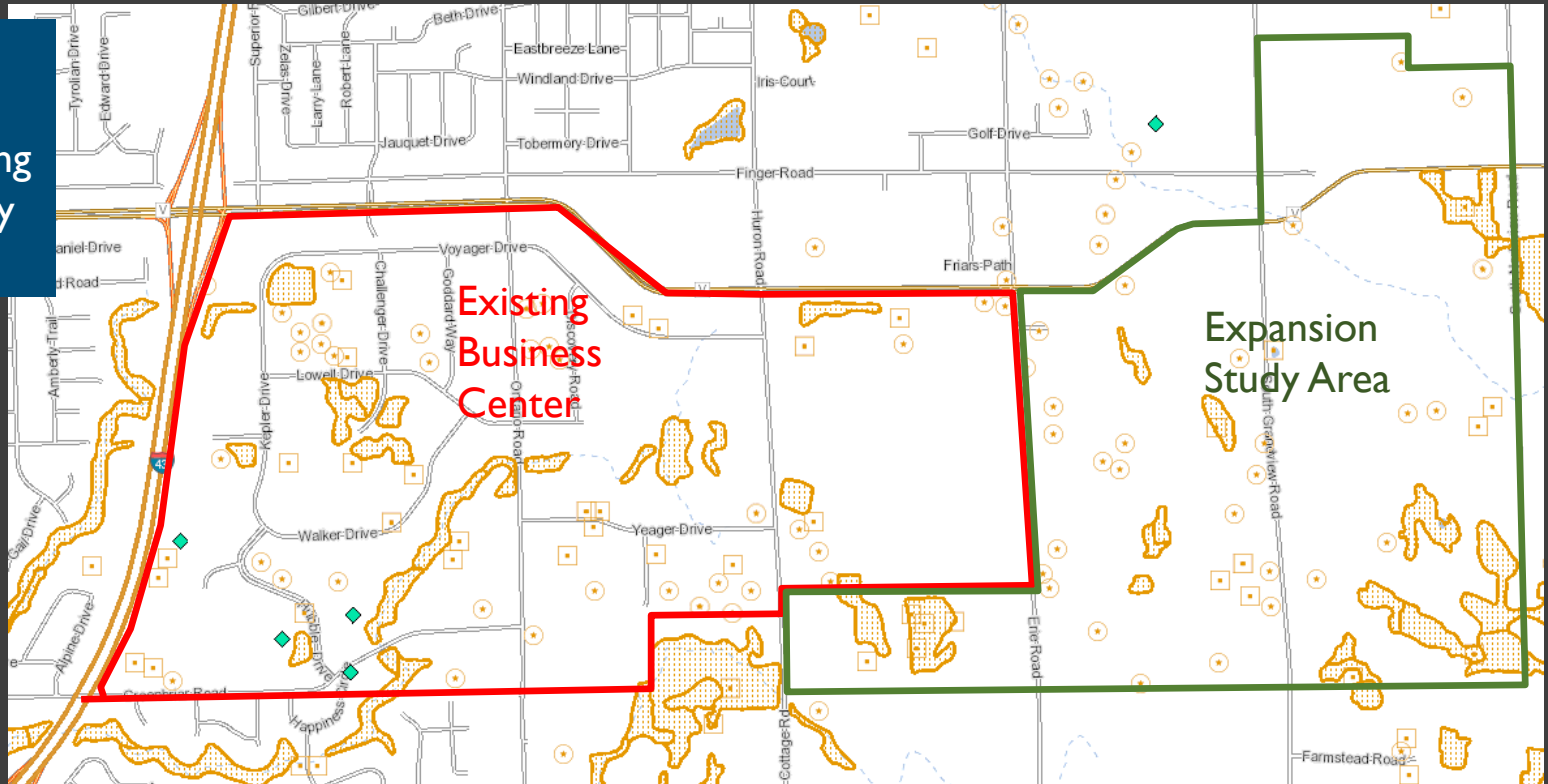
Future Land-Use Recommendation

- Low Density Residential
- Low / Medium Density Housing
- Medium / High Density Housing
- Medium Intensity Retail, Office or Housing
- High Intensity Retail, Office or Housing
- Traditional Neighborhood Development
- Commercial
- Downtown
- Light Industry
- General Industry
- Business Park
- School
- Other Public or Semi Public
- Parks
- Private Open Space
- Wetlands



Study Area/WI DNR Data Viewer

Encompasses
52 individual
parcels totaling
approximately
650 acres



Wetland Determination vs. Delineation

Determination

- Useful when determining if area is developable.
 - Conceptual.
- Quick determination verifying if “suspect” features are present.
- Receive:
 - Report describing the presence or absence of wetlands.
 - May not be used for permitting.

Delineation

- Required by local and state jurisdictions when “suspect” features are present.
- 5-year window of relevance.
- Detailed analysis of wetland types and boundaries.
- Wetland or streams are flagged for survey.
- Receive:
 - Report that may be used for permitting.
 - Wetland determination and rating forms.
 - Sketch or map with flagged wetland boundaries.

Infrastructure

Sanitary Interceptors

All local utilities and road will be developed soon



Next Steps

- Contracted NES Ecological Services (Div. of Robert E Lee & Assoc.) to conduct the wetland study in March 2019.
- “Desktop” research conducted and on-site survey work/drone flights anticipated to be conducted in early June 2019.
- Results of Determination will be presented to the Economic Development Authority & shared with participating property owners.
- Discussion on further direction will take place at a future Economic Development Authority – anticipated for July.

Questions?

