



MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY

MONDAY, NOVEMBER 9, 2020, 5:00 PM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

I. Members: Pam Parish - Chair, Michael Peot - Vice-Chair, Ald. Brian Johnson, John Calewarts, Glen Sherman and Tara Yang

Present: Glen Sherman, Mike Peot, John Calewarts, Brian Johnson, Tara Yang, Excused: Pam Parish

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the November 9, 2020, meeting of the Economic Development Authority.

Moved by Ald. Brian Johnson, seconded by Tara Yang to approve the agenda for the November 9, 2020 meeting of the Economic Development Authority. Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the October 5, 2020, meeting of the Economic Development Authority.

Moved by Ald. Brian Johnson, seconded by John Calewarts to approve the minutes from the October 5, 2020, meeting of the Economic Development Authority. Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

E. REGULAR BUSINESS.

I. Consideration with possible action on Request for Proposal #3276 for professional environmental services for Brownfields Revolving Loan Fund (RLF).

The Committee 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 Committee 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.

Moved by Ald. Brian Johnson, seconded by Tara Yang to enter into professional services agreements with GEI Consulting to serve as the primary qualified environmental professional (QEP) and Stantec to serve as secondary QEP for Brownfields Revolving Loan Fund (RLF). Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

F. INFORMATIONAL.

I. Director's Report.

Wendy Townsend and David Buck provided an update.

Moved by Ald. Brian Johnson, seconded by Tara Yang to receive and place on file. Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

2. Brownfields Program Update.

Matt Buchanan provided an update.

Moved by Ald. Brian Johnson, seconded by Tara Yang to receive and place on file. Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

3. Date of next meeting: December 7, 2020.

G. ADJOURNMENT.

Moved by Ald. Brian Johnson, seconded by John Calewarts to adjourn. Motion carried.

Yes- Brian Johnson, Mike Peot, John Calewarts, Glen Sherman, Tara Yang, No- None, Abstain- None

VERBATIM MINUTES

- Okay, Mike, I think we are ready to go, I think we got quorum. So you are free to start the meeting whenever you like. Let me know if you have questions.
- [Mike] Okay, let's start the meeting, but I don't know what the formality is to start the meeting. Just call to order or what is the procedure?
- Yep, we just call the meeting to order
- [Mike] Okay.
- and then I usually do a roll-call and on the agenda we've got the members' names up there.
- [Mike] Okay, okay, do you want me to do the call?
- Yep, if you wouldn't mind, go ahead.
- [Mike] Okay. Economic development meeting is called to order And let's do the roll call.
- Pam Harris Pam Harris has excused.
- [Mike] Yeah. Mike Pickard is here.
- Hi John's here Hi, John Stalwarts
- Yep. I'm here. Gwen Sherman and or Tara Yang.
- Yep I'm present.
- [Mike] Okay. Great. So we have a quorum.
- Yep. We have a quorum.
- Okay.
- [Mike] Now, we move on to the problems of the agenda.
- Okay. It's been approved
- I second that.

- [Mike] Okay. It's been approved.
- So that was a motion by Brian, second by Tara. And then we do it all in favor.
- [Mike] All in favor?
- Aye
- Aye
- Having a hard time hearing your Mike.
- [Mike] I'm sorry. Moving back to the approval of minutes. Is that better?
- Yes
- That was Brian Johnson, motion to approve.
- [Mike] Okay.
- I second.
- Okay and that was second by John.
- [Mike] Okay approved And moving on then to regular business. I'll read what the agenda has, right?
- Yep.
- I think you just, it all in favor.
- [Mike] Oh I'm sorry.
- All in favor of the minute?
- Aye
- Aye
- Aye
- Aye
- [Mike] All right Regular business Number 3276 for professional environmental services for ground
- I can take that one from you. First of all. Thanks everyone for being here tonight and rescheduling on an unusual night. We weren't able to get quorum last time. So we made arrangements for tonight. So, thank you. All right. one second here. All right. So as you all were probably aware from previous meeting Greenberg was recently awarded an \$800,000 grant from EPA to create a brand new Brownfields Revolving Loan Fund. It's a grant that we've gone after a few different times now and have not been successful up until this past year. So we're really excited to bring this one forward. So this is \$800,000, which we will be using to create a brand new revolving loan fund will issue loans and grants to the community, to developers and property owners. And they'll, they'll use those funds to facilitate cleanup and redevelopment projects of brownfield sites throughout the city. It's a huge project. It's a complicated program. We absolutely need to secure consultants to help us

implement these new funds. So we worked with our purchasing department and Jackie from the purchasing department is on the call they've helped us facilitate a request for proposal. So we went through that formal process where we put out a request and we did receive two proposals. One was from GEI Consulting, and the other was from Stantec. Both were very, very strong proposals. Our team had a team of three staff members review both and scored them. Both scored really high, only a difference of a couple of points. We're very happy moving forward with either candidate. And actually we are recommending that we do. EPA has given us the recommendation to actually secure two consultants with this program. It's not something we've done in the past but the RLF is a little different. In the event that one of the consultants is also consulting a potential borrower. So if we work with a developer who is interested in utilizing this new loan program authority working with our consultants we would then have the opportunity to work with the secondary consultants. So we are actually moving forward with recommend recommending we move forward to contract with GEI Consulting and Stantec. Both GEI scored a little bit higher than Stantec. So we were recommending that they would serve as the primary consultants and then the events that they're ever already working with a developer or a borrower would like to utilize these funds. And in that event, we would work with Stantec. We have just about \$45,200 budgeted for these services. It's a five-year grant program. We'll be relying on the consultants, really to serve as the technical liaison to the borrower. They will oversee the cleanup process. There'll be liaison to the DNR, to the EPA and just help us make sure that we are complying with all state and federal regulations for cleanup. So that's kind of the quick overview. I believe if both, both consultants are here if you have any questions for them, Jackie with purchasing departments here, if you have any questions for the, regarding the RFP process. And then of course I can tackle any questions you have to. Otherwise we are recommending we consult, we contract with both GEI and Stantec. There are any questions?

- I see you got closed session language on here. Is that something that we need to do?

- Not necessarily, it's something that we usually put on the agenda in case we need to it's usually always included whenever we're negotiating a contract, just as a just if, if it ever becomes necessary through the discussion but I don't see the need for it tonight.

- So maybe just man if you could alluded to it and I've seen this you know, with, with some of the other committees I serve on to where sometimes evaluation curves with, with city staff, but then the committees are asked to obviously approve contracts based on evaluations, but we don't we're not necessarily privy to how that evaluation occurred or maybe, so like I mean and, and, and the reason I bring it up because this one is so close, right. And cost, like, I know why that's slight differential but when I'm looking at the management outline the two points what's the difference. Are you able to maybe share with us kind of what, what the differentiator was there?

- Yup. The primary difference between the two proposals is a GEI was in their management outline. They were offering to assist with with more honestly, they were willing to do a lot more of the legwork with Davis Bacon. For instance, is one example of Davis Bacon prevailing wage requirements is a federal requirement for these kinds of programs. And it's honestly a lot of work it's complicated and they were willing to do that as part of their proposal. Stantec would be willing to do that as well but it wasn't, It was kind of a backup as needed. Potential additional costs there, whereas GEI built that into their proposal.

- Okay. And I appreciate that explanation. I just think it's good for us as a committee to kind of understand you know, what some of those differentiators are. So I appreciate that, you know. Both of these companies, I mean, are leaders in their field. I mean, I'm very familiar with both of them. I have zero questions or concerns with their ability to execute the agreement. And so if both companies have agreed to interchange those responsibilities I guess, as their consulting clients, I see no reason why you know, we wouldn't want to support this.

- [Mike] Should we vote on this?

- Yeah. I'd move to approve as presented by staff.

- I second that,
- So Mike we have a first and a second and at this point it'd be okay to take the vote to all in favor.
- [Mike] Okay. All in favor for this request for proposal, 3276.
- Aye
- Aye
- [Mike] Any apposed? The motion is carried.
- Thank you. All right. We can move on with the next item on the agenda Mike.
- [Mike] Okay. Practice report.
- All right. We don't have a director today. So we are still without a director. Cheryl Raniere, who is our interim director, still working on hiring a new one permanently. Cheryl was not able to make it tonight. I don't have any updates for the, for the group unless you do Wendy or David.
- I don't, we're just busy. It doesn't seem sometimes like there's even a pandemic going on. So but the economic development team continues to make meetings and meet with developers and secure, revolving loan funds and keep going. So it's been active.
- Yeah. And this is, this is David Buck. I guess I can give you just a real quick update on the commercial and industrial market study that we started a while back this past summer that is still going forward. Most of the data has been collected already. However, we did a business survey and we sent that out. And Wendy can get into the details of who we sent that out to. But we kind of did a broad net. And I think last time we checked, we were at about 45 responses, which is pretty good for a business survey. However, we also had that translated into Spanish and I believe Hmong. And we wanted to get that out there and get those comments back if, if we do receive any. So we did push that back to the end of November to give people time to reply. But you should be receiving something probably ended December with the full market study commercial and industrial market study done, which would lead us to the next phase of a potential life 43 business park expansion. So, and we have been, well, I should say Wendy has been chasing some leads out there to get that started as well. Probably can't share that, but who and what, but yes cause we know we're going to need a catalyst project to get you know, to kind of get that momentum going. So there you go. That's a quick update on the, in the market study.
- Thanks for the update.
- Motion to receive and place on file.
- I second that.
- We'll just do an all in favor Mike.
- [Mike] Okay
- Did we lose you Mike.
- [Mike] No, I am here.

- Okay good. All right. And then you'd ask for any opposed, and then we can move on to the next item.

- [Mike] Okay. The next item, the Brownfields Program.

- Okay. I will try to share my screen here. So, bear with me. Sorry, one second. Too many things open.

- Well, actually Matt, while you're doing that. I want to also, this is David again I am also going to add, sanitary sewer has gone in to Grand View all the way down to the Bellevue limits of the city. And next year, we're going to be running that sanitary sewer out down Finger. Running east to the city limits on our eastern border. What that basically means is that opens up that whole southeast corner of the city, which is all pretty much farmland right now that opens that up for potential development once sanitary sewer is available. Just wanted to add that. I forgot to mention it when I was talking about the surveys.

- Thanks David. Let's see, You guys looking at my PowerPoint. Okay great. All right. So just a quick recap of where we've been spending our fiscal year 19 assessment grant dollars. All right. So this is the map of where we currently spend some funds. We received the \$300,000 from EPA in 19 for, for this new assessment dollars mostly focused in on the downtown. The red circles there are where we've been doing a phase two environmental site assessment work with testing. The yellow circles are the phase ones. And then the blue circle is where we're doing lead and asbestos inspection. I've talked about all of these sites already from previous meetings. So I won't, I won't bore you with those details, but we do have, well here's a quick quick bullet points we've spent about 82,000 or 27% of our budgets so far. And like I mentioned we've assessed five sites and we're just about done with our South Broadway Brownfields inventory, which is just about nearly complete. So we'll be sharing that information probably at the next meeting I would imagine. This is one of our newer projects. We were contacted by the owners of 425 South Adams. This is an office building that the property owner is planning on converting this over to apartments. It's an older building. They anticipate there's asbestos inside that building and possibly lead. So we are using probably around 6,000 of our grant funds to do that lead and asbestos inspection for them. We hope that this will leverage probably a 2 million in redevelopment with this project. We just released our housing study the city's housing study and we know that we need several more units. We need several more housing units every year in order to keep up with the demand. So we really want to support projects like this. So we were happy to assist them. So that just started. Another project we have coming up soon. We're just getting started with doing a phase one environmental site assessment for a property that the redevelopment authority owns. It's the northwest corner of East Walnut and Roosevelt. This is a vacant site. It's previously only a housing on there. So we don't anticipate major issues. But we do know that in this part of the city oftentimes we'll find a PAH's which is a contaminant in the soil just from historic fill material that was placed there. So we're going to assess this site in order to hopefully support 40 new units that are being proposed on the site. Actually, with more redevelopment we're considering our planning option. A developer is proposing 40 new units. There'll be a mix of affordable housing, as well as market rate. We anticipate spending probably around \$10,000 in our grant funds, which could leverage up to 8.8 million. We're also spend some of our grant dollars at a 1035 Vanderbraak street. This is in the north part of towns. This is that four-lane road just to the left of the screen there that's actually Webster. This is an old Eagles club. Most recently it was ZoZo's, a restaurant. And the redevelopment authority is actually looking at possibly purchasing this site as well as the parking lot across the street. And they're looking at possibly reusing this for a new community center. And then taking this parking lot and doing housing over here. We see this as a great project. And so we, the staff is recommending, we move forward with using our grant dollars to do a phase one here and also check out the building for lead and asbestos. Since that building would probably remain and just be reused. To give you an update on our shipyard project we received a \$500,000 from EPA and then a million from WEDC to remediate contamination on our shipyard site. On the south side of Broadway. We have brand new aerial imagery that was just received. So actually on the left is what the site looked like in April of 2017. And the image on the right is May of 2020. So as you can see, we've been doing some work here. We brought this site out of the floodplain and capped it with a new clean film material. So there's actually a lot going on we're working hard on this site. We spent over a million dollars so far on remediation and are working with DNR and getting the site deemed clean in their eyes. So that one's moving forward as well.

- [Mike] Great

- Good stuff, Matt.

- Yep. I'm almost done here. I wanted to update you on an order of Brownfields reuse study that EPA is funded. This is a plan that we're going to be looking at this whole area that site within this red box here, this target area for those of you that are on zoom and can see it. This is looking at future land uses, density and also looking at flood resiliency in geo-technical issues with these sites. Several of them are owned by the redevelopment authority. And so we're going to be taking this information that we're gathering through this effort and putting it toward a future RFP for development. So when we're trying to attract developers we just want to give them all the information that they need to submit a solid proposal to get these sites cleaned up and redeveloped. This process is, has been guided by stakeholder input and we've reached out to the Broadway Bid the Neighborhood Association, several property owners and developers within the area to get their input on how this site should be redeveloped. It also builds on previous efforts that we've had. Our team has worked a lot with the neighborhood in this area with planning the redevelopment of the shipyard. So we've gathered all that information from those previous efforts and putting it into this as well. So we actually will be probably talking in December with you guys about this, this final plan, which is just about completed. And so I look to sharing that with you.

- [Mike] Okay

- And then finally, we've got our our brand new revolving loan fund program. Basically what we needed to do today was approved the consulting team, which we've done. And so we'll probably be coming back here in December to talk about our policies and procedures hopefully to December, possibly January. It's a complicated program. There's a lot to work through, but we're really excited now that we've got consultants secured and can move forward on getting this, getting this one up and running. That's all I got. Any question?

- [Mike] If not, should we go to adjournment?

- Motion received and placed on file.

- I second that.

- Good job, Matt.

- Thank you.

- [Mike] Okay. So we've had a motion for adjournment, if everybody is in favor, say aye.

- I think Mike, we got to take the vote first on receiving that report and placing it on file.

- [Mike] Okay. Sorry. Okay. Can we take a vote on the Brownfields program update by Matt?

- Yep.

- [Mike] Do we have it in motion?

- Yep

- [Mike] Okay. Can we have a motion and second it?

- Aye

- Aye
- Aye
- [Mike] Okay.
- Move to adjourn.
- I second.
- [Mike] Okay, we have a motion for adjourn. All those in favor, say aye.
- Aye.
- Aye.
- [Mike] All right. We are adjourned.