



AGENDA OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

TUESDAY, DECEMBER 13, 2022, 1:30 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. Roll Call.

- I. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Randy Scannell, Deby Dehn, Kathy Hinkfuss, Melanie Parma, and Jessica Ganther.
Liaisons: Jeff Mirkes, Leah Weycker, and Brooke Hafs.

C. Approval of the Agenda.

- I. Approval of the agenda for the December 13, 2022, meeting of the Redevelopment Authority.

D. Approval of Minutes.

- I. Approval of the minutes from the November 8, 2022 and November 29, 2022, meetings of the Redevelopment Authority.

E. Regular Business.

- I. Consideration with possible action to approve a six (6)-month planning option for a 10-unit multi-family development by Neighborworks Green Bay on parcels 2-176 (418 4th Street), 2-177 (4th Street), 2-178 (821 S. Chestnut Avenue), and 2-178-A (815 S. Chestnut Avenue).
2. Consideration with possible action to approve a five (5)-month extension to the planning option held by NeighborWorks Green Bay for 1162 (parcel 7-62) and 1164 (parcel 7-63) Day Street.

3. Consideration with possible action on RDA-owned property related to the potential reuse of the building at 301 N. Adams Street (multiple condominium parcels).

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 will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

F. Informational.

1. Financial report and check register.
2. Director's report and project updates.
3. Next Regular Meeting: January 10, 2023 at 1:30 PM

G. 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 Redevelopment 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.

Virtual Meeting Instructions



Redevelopment Authority Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/83188044732?pwd=YUducEM2VUZWOGVYZzMyNTA0c1FJQT09>

Meeting ID: 831 8804 4732

Passcode: 084117

One tap mobile

+13017158592,,83188044732# US (Washington DC)

+13126266799,,83188044732# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 831 8804 4732

Passcode: 084117

Find your local number: <https://us02web.zoom.us/j/kc4U7kFumh>

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting.

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must state their name and address for the minutes.
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
 - a. You may unmute yourself when you are called upon to speak.
4. Waiting room
 - a. When you call in or connect via web or Zoom app, you will be placed in a “waiting room.”
 - b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You'll receive another email confirming that you're registered for the meeting.
 - b. If you're using a phone, your registration will be tied to an email.
6. Raising your hand
 - a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the “raise your hand” tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
 - b. Persons with items on the agenda or other interested parties—you can also utilize the “raise your hand” tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to “open the floor for interested parties to speak.” Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
 - d. Computer—you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
 - e. For tablet and computer users--if you download the app you may be asked to verify your email.

8. Zoom etiquette
 - a. Muting yourself when you're not speaking will prevent your background noise from interfering with others' ability to listen to and participate in the meeting.
 - b. If you're using a telephone, please identify yourself with your phone number and state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not wish to speak, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button





Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

December 13, 2022

PREPARED BY

Will Peters

AGENDA ITEM # E.1

Consideration with possible action to approve a six (6)-month planning option for a 10-unit multi-family development by Neighborworks Green Bay on parcels 2-176 (418 4th Street), 2-177 (4th Street), 2-178 (821 S. Chestnut Avenue), and 2-178-A (815 S. Chestnut Avenue).

BACKGROUND

This site was purchased with the intent to develop mixed-use residential or commercial. The parcels are all zoned C1-General Commercial with a land value of \$48,300. Staff received a proposal from Neighborworks Green Bay for a 10-unit multi-family development. This development would be split into three (3) separate buildings with each unit consisting of 2 bedrooms, 1.5 baths, and 1 garage. Each unit will be approximately 1,166 sq. ft. of living space. The units will be marketed for sale; 3 of the 10 units will be set aside for buyers below 80% AMI.

Staff has reviewed the proposal and is requesting the approval of the six (6)-month planning option so that Neighborworks can continue to explore the requirements needed to accommodate this development on this site.

RECOMMENDATION

To grant a six (6)-month planning option to Neighborworks Green Bay for the development of multi-family units located on the corner of 4th Street and S. Chestnut Avenue.

FISCAL IMPACT

ATTACHMENTS

1. 4th Street Multi-Family_Compiled
2. 4th Street Property-Image

November 10, 2022

Ronda Bitney
Redevelopment Authority of the City of Green Bay
100 North Jefferson Street
Green Bay, WI 54301

Re: 4th Street Multi-Family Site Development Design

Dear Ms. Bitney and Members of the Authority,

Based on previous discussions with City Staff, attached please find NeighborWorks Green Bay's latest design plans at the corner of S. Chestnut and 4th Street, Parcels (2-176, 2-177, 2-178, 2-178-A).

The proposed design indicates a 10-unit multi-family development built in three separate buildings. Each unit includes 2 bedrooms and 1.5 baths at the upper levels and a 1-car garage at grade (with 1 additional dedicated parking space onsite). The total heated and cooled space for each home is approximately 1,166 square feet with an overall square footage of 1,558 square feet including garage and patio spaces.

We appreciate the City Staff's input on this exciting project thus far, and at this point we are ready to submit a planning option as a next step in gaining approval for the project. At your convenience, we are asking you to review the design documents attached and let me of the next steps and/or additional information you may need to complete the planning option submittal documents.

Thank you for your consideration.



David Erickson
david@nwgreenbay.org
920-593-3709
Real Estate Development Project Manager



PROJECT
LOCATION

ADJACENT PROPERTY

PERCENTAGE OF IMPERVIOUS	
SQUARE FOOTAGE INFORMATION:	
NEW RESIDENCES =	5,487.0 SQ. FT. (GARAGE LEVEL*) +
TOTAL SPACE =	5,487.0 SQ. FT.
PARKING / DRIVEWAY =	7,027.7 SQ. FT.
*MAIN AND UPPER LEVEL ARE FULLY CONTAINED WITHIN LOWER LEVEL FOOTPRINT	
IMPERVIOUS SQ. FOOTAGE CALC.	
TOTAL BLDG. FOOTPRINT:	12,514.7 SQ. FT.
TOTAL LOT SIZE:	19,770.7 SQ. FT.
IMPERVIOUS RATIO =	
(BUILDING FOOTPRINT + DRIVEWAY) / LOT SIZE) x 100 =	12,514.7 / 19,770.7) x 100 = 63.3%
FLOOR AREA RATIO =	
TOTAL BLDG. SF / SITE SF:	16,461.0 / 19,770.7) = .833
(FOOTPRINT * 3 LEVELS) / SITE SF:	

SQUARE FOOTAGE CALCULATIONS	
LOWER LEVEL A/C	156.6 SQ. FT.
MAIN LEVEL A/C	490.5 SQ. FT.
UPPER LEVEL A/C	518.9 SQ. FT.
TOTAL A/C	1,166.0 SQ. FT.
PORCHES NON A/C	14.0 SQ. FT.
GARAGE NON A/C	378.2 SQ. FT.
TOTAL NON A/C	392.2 SQ. FT.
GRAND TOTAL (A/C + NON A/C)	1,558.2 SQ. FT.
*PER UNIT	

S. CHESTNUT

EXISTING CONC. CURB

EXISTING CONC. SIDEWALK

81.0'

49.5'

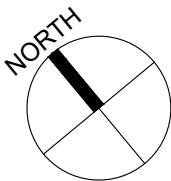
FIRE EQUIPMENT ROOM
9'-6" x 10'-0"
BELOW GRADE

2-178
.094 ACRES
4,095 SF

FIRE EQUIPMENT ROOM
9'-6" x 10'-0"
BELOW GRADE

2-177
.094 ACRES
4,097 SF

4TH STREET



N.T.S.

ADJACENT PROPERTY

130.5'

FIRE EQUIPMENT ROOM
9'-6" x 10'-0"
BELOW GRADE

2-176
.151 ACRES
6,617 SF

EXISTING CONC. CURB

1 SITE PLAN

NeighborWorks®

GREEN BAY

4th Street MULTI-FAMILY

DEVELOPMENT

10 Units

Green Bay, WI 54301

Lots 2-176, 2-177, 2-178, 2-178-A

NOT FOR CONSTRUCTION

ISSUE DATE: 11/10/2022

ISSUED FOR: REVIEW

REVISION LOG

© NEIGHBORWORKS GREEN BAY

4th Street Multi-Family

GREEN BAY, WI

PROJECT NAME

SITE PLAN

SHEET NAME

PROJECT NUMBER: -

DRAWN BY: DE CHECKED BY: TD

SCALE: AS NOTED

0.2

SHEET NUMBER

SQUARE FOOTAGE CALCULATIONS

LOWER LEVEL A/C	156.6 SQ. FT.
MAIN LEVEL A/C	490.5 SQ. FT.
UPPER LEVEL A/C	518.9 SQ. FT.
TOTAL A/C	1,166.0 SQ. FT.
PORCHES NON A/C	14.0 SQ. FT.
GARAGE NON A/C	378.2 SQ. FT.
TOTAL NON A/C	392.2 SQ. FT.
GRAND TOTAL (A/C + NON A/C)	1,558.2 SQ. FT.
	*PER UNIT



GREEN BAY

4th Street MULTI-FAMILY DEVELOPMENT

10 Units

Green Bay, WI 54301

Lots 2-176, 2-177, 2-178, 2-178-A

NOT FOR CONSTRUCTION

ISSUE DATE: 11/10/2022

ISSUED FOR: REVIEW

REVISION LOG

© NEIGHBORWORKS GREEN BAY



4th Street Townhomes

GREEN BAY, WI

PROJECT NAME

ENLARGED FLOOR

PLANS

SHEET NAME

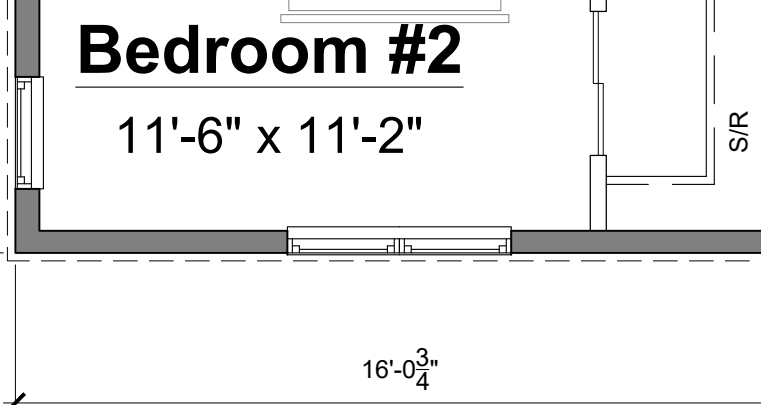
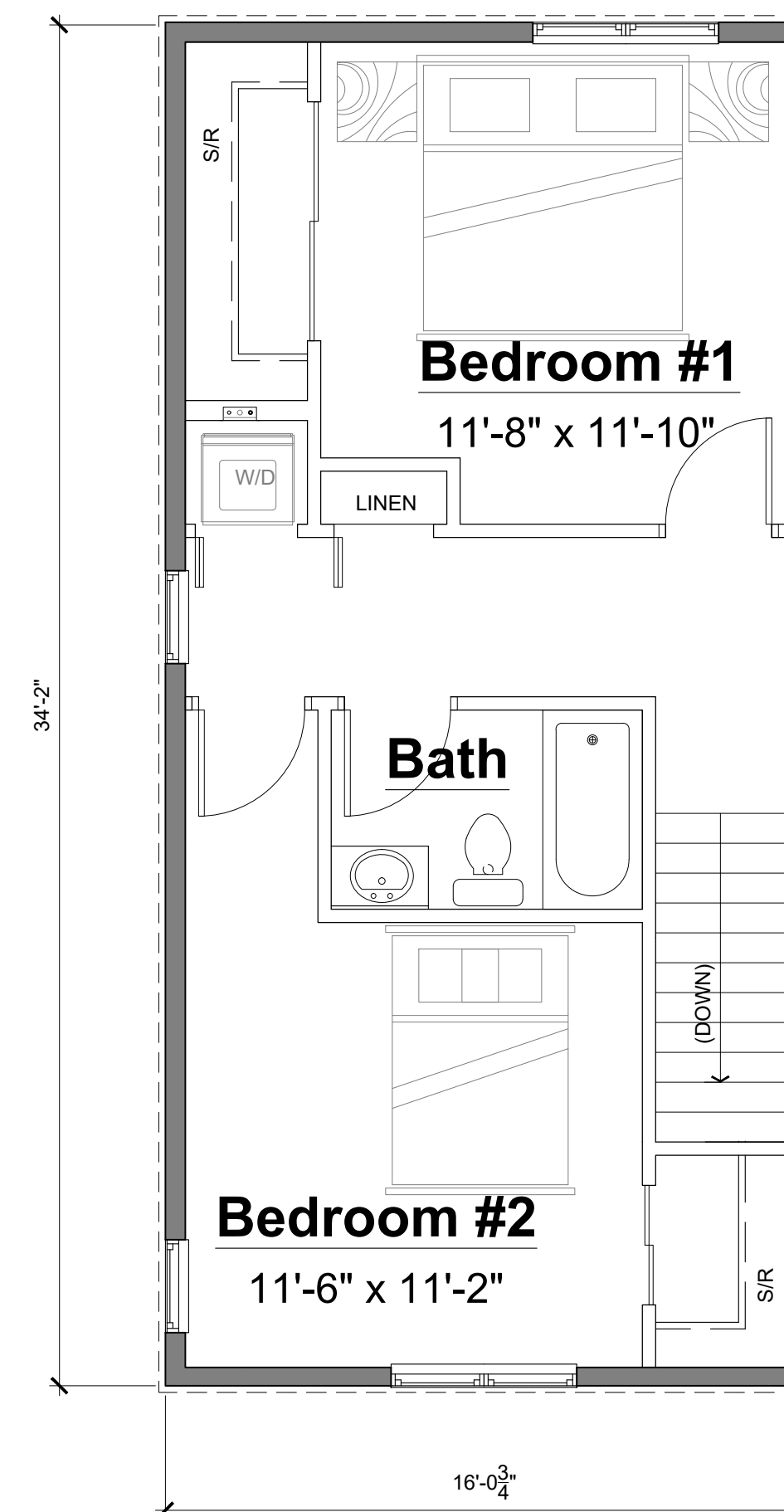
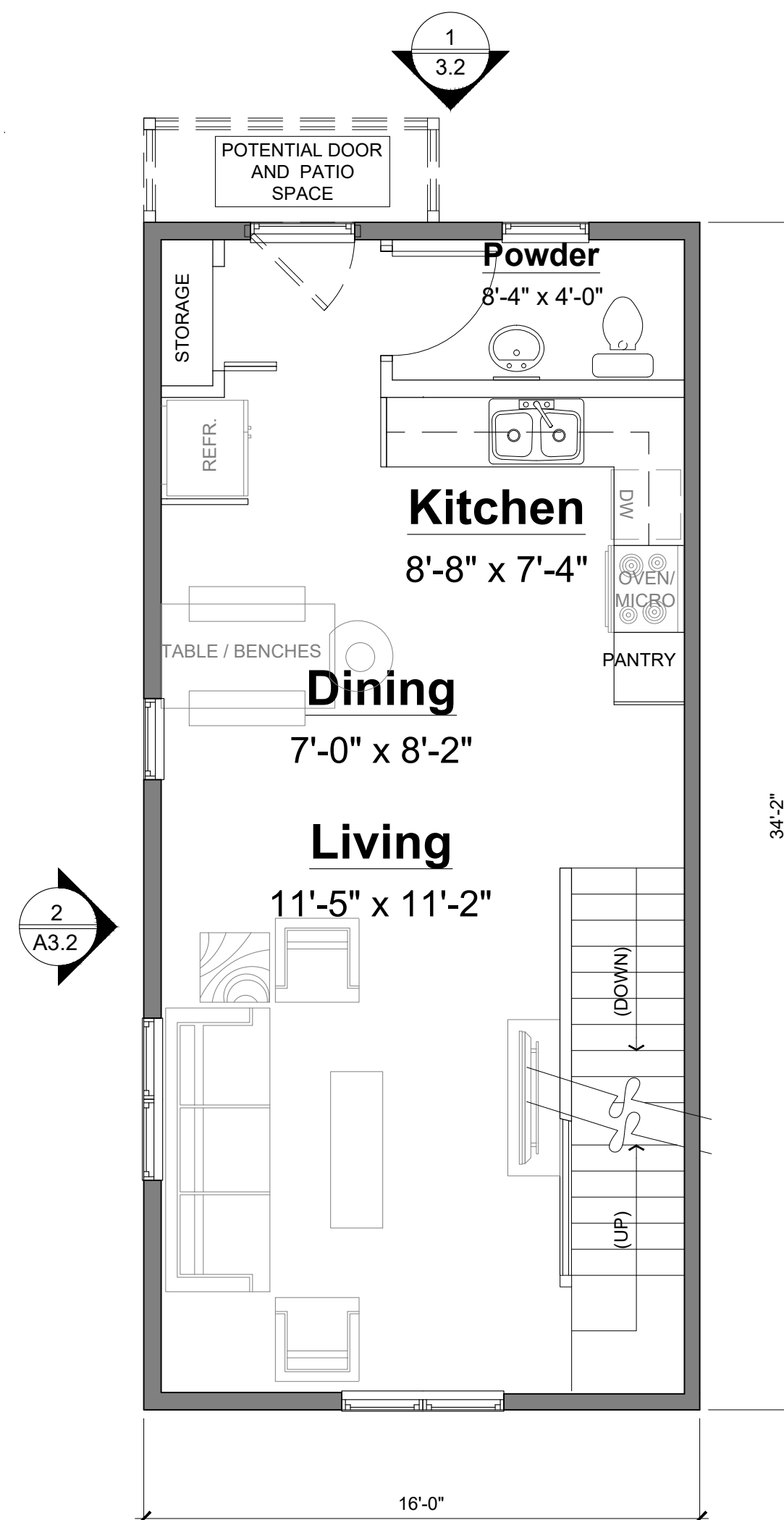
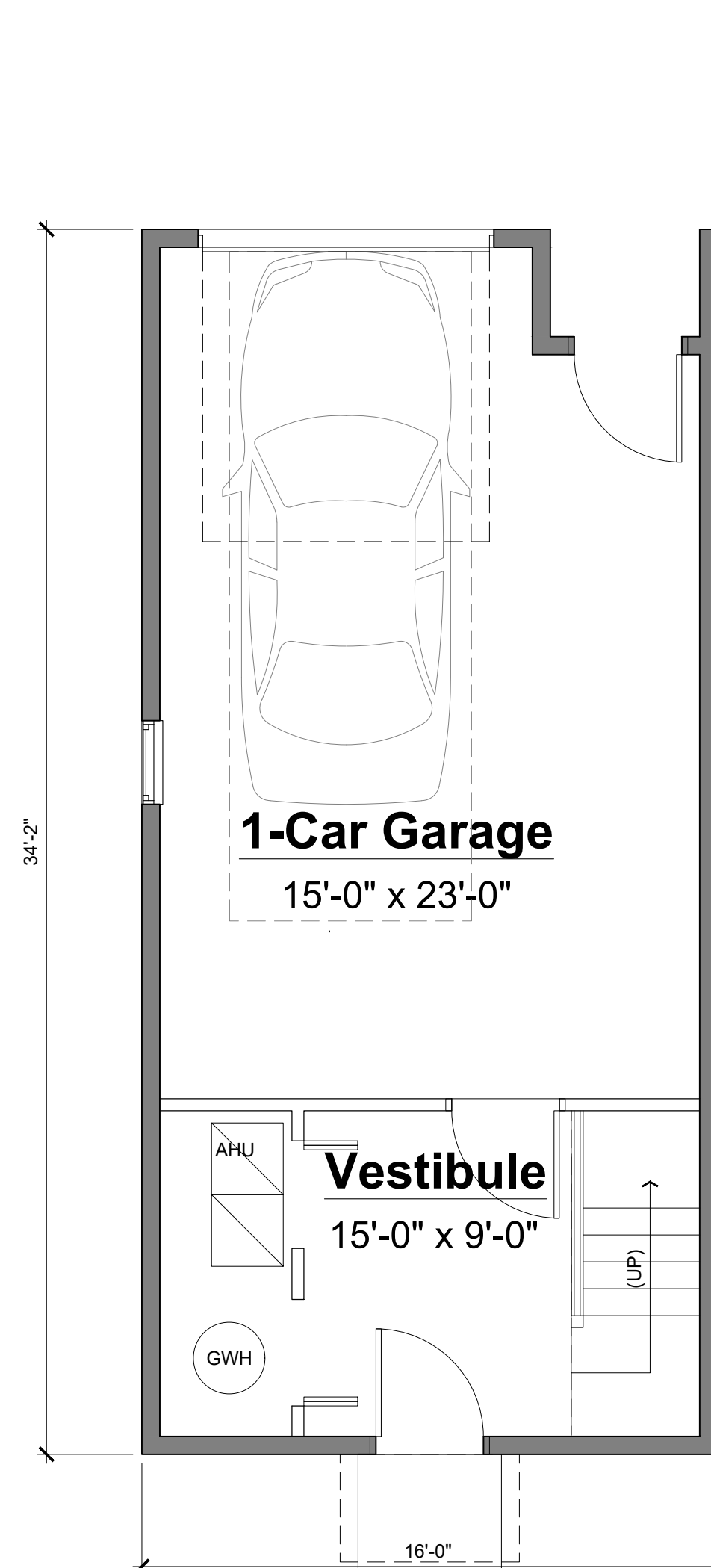
PROJECT NUMBER: -

DRAWN BY: DE CHECKED BY: TD

SCALE: AS NOTED

1.1

SHEET NUMBER



1 LOWER LEVEL FLOOR PLAN

$$1/4'' = 1'-0''$$

2 MAIN LEVEL FLOOR PLAN

$$1/4'' = 1'-0''$$

3 UPPER LEVEL FLOOR PLAN

$$1/4'' = 1'-0''$$

4th Street MULTI-FAMILY
DEVELOPMENT

10 Units

Green Bay, WI 54301
Lots 2-176, 2-177,2-178,2-178-A

NOT FOR CONSTRUCTION

ISSUE DATE: 11/10/2022
ISSUED FOR: REVIEW
REVISION LOG
© NEIGHBORWORKS GREEN BAY



4th Street Townhomes
GREEN BAY, WI
PROJECT NAME

EXTERIOR ELEVATIONS

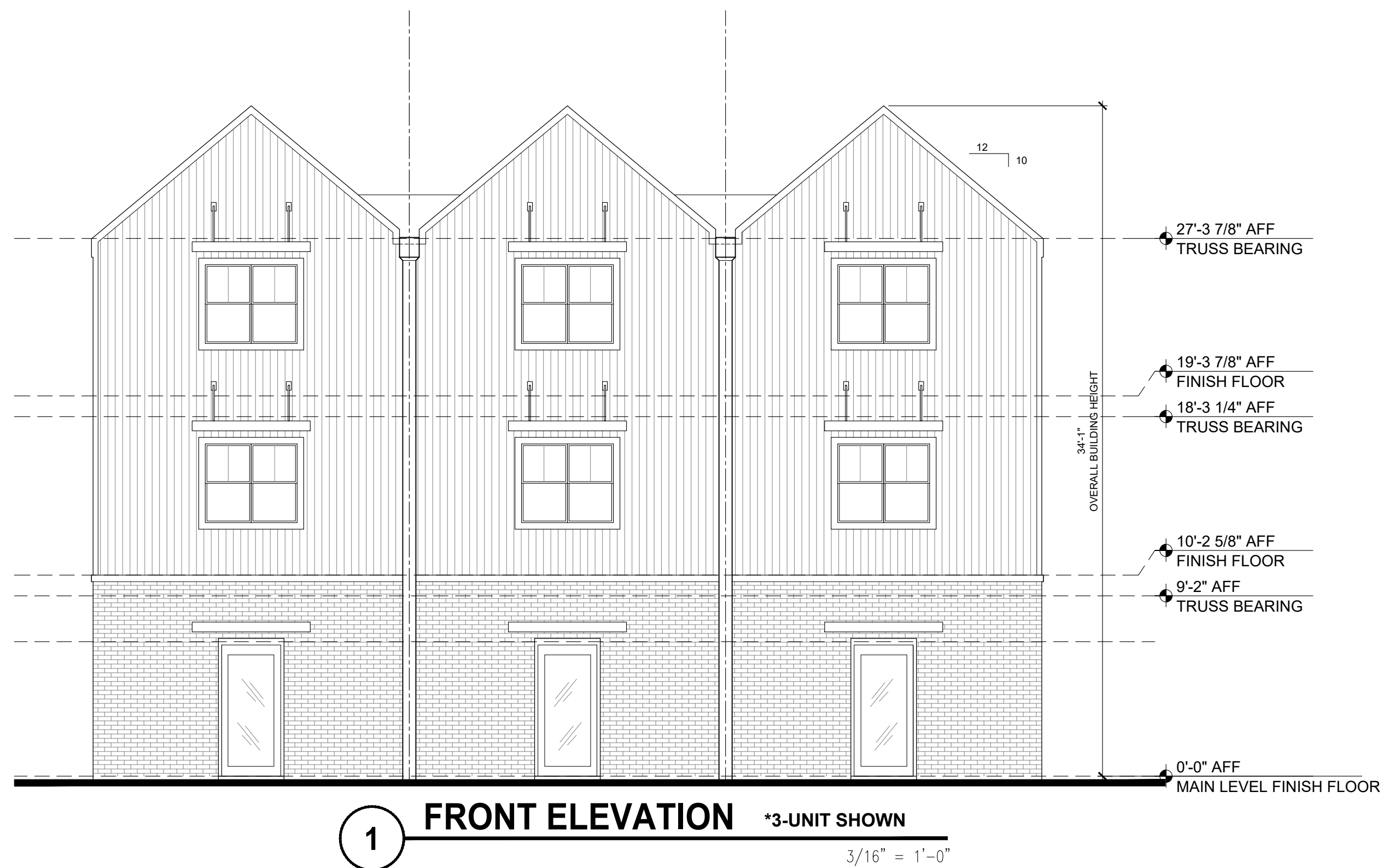
SHEET NAME

PROJECT NUMBER: -

DRAWN BY: DE CHECKED BY: TD

SCALE: AS NOTED

3.1
SHEET NUMBER



4th Street MULTI-FAMILY

DEVELOPMENT

10 Units

Green Bay, WI 54301

Lots 2-176, 2-177, 2-178, 2-178-A

NOT FOR CONSTRUCTION

ISSUE DATE: 11/10/2022

ISSUED FOR: REVIEW

REVISION LOG

© NEIGHBORWORKS GREEN BAY



4th Street Multi-Family

GREEN BAY, WI

PROJECT NAME

EXTERIOR ELEVATIONS

SHEET NAME

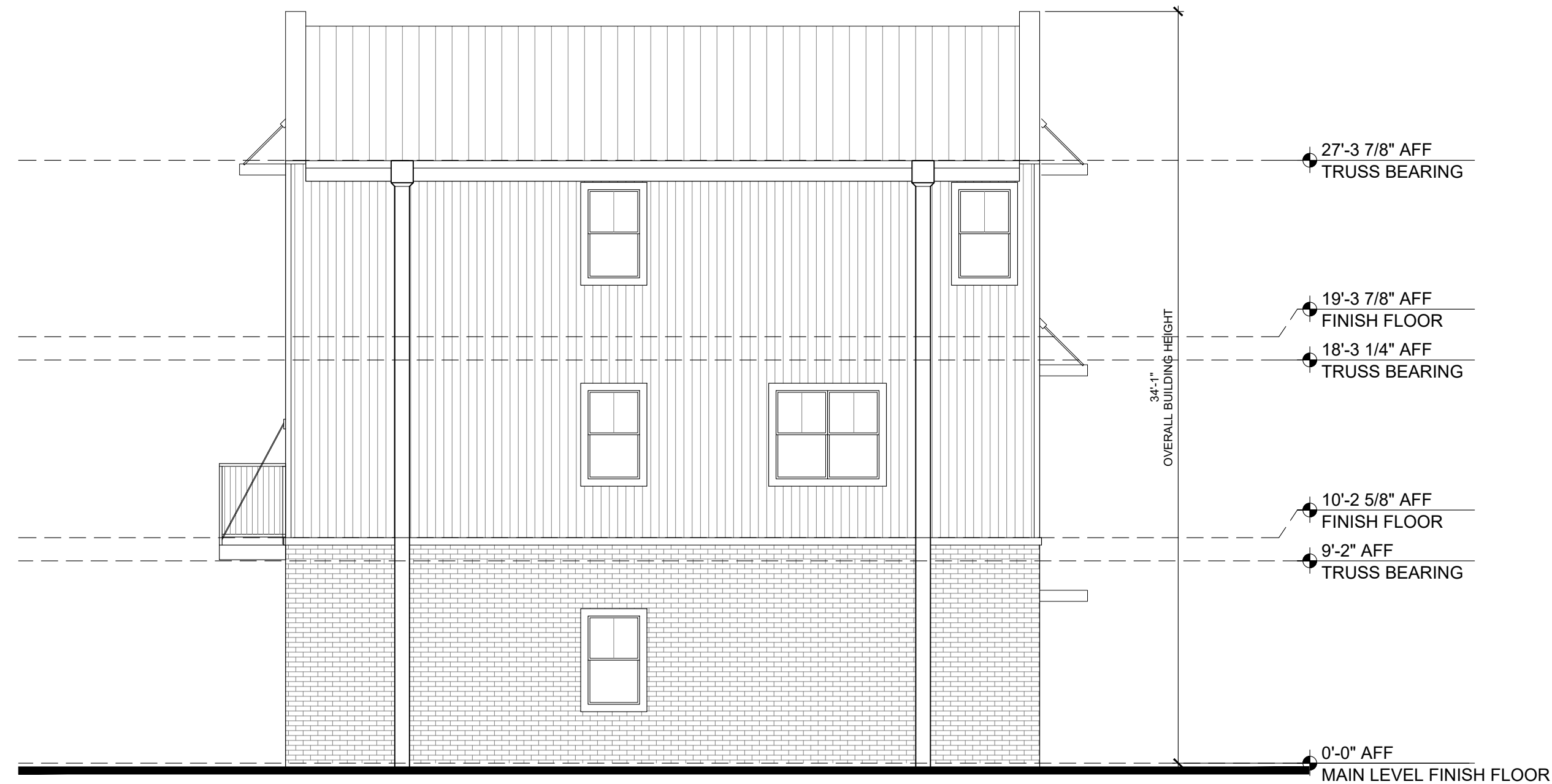
PROJECT NUMBER: -

DRAWN BY: DE CHECKED BY: TD

SCALE: AS NOTED

3.2

SHEET NUMBER



2 SIDE ELEVATION

3/16" = 1'-0"



1 REAR ELEVATION *3-UNIT SHOWN

3/16" = 1'-0"



3rd St

3rd St

Schenck Ave

4th St

Schenck Ave

4th St

S Broadway

3rd St

S Broadway

S Broadway



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

December 13, 2022

PREPARED BY

Will Peters

AGENDA ITEM # E.2

Consideration with possible action to approve a five (5)-month extension to the planning option held by NeighborWorks Green Bay for 1162 (parcel 7-62) and 1164 (parcel 7-63) Day Street.

BACKGROUND

In May of 2022, the RDA granted a planning option to NeighborWorks Green Bay for the redevelopment of two RDA-owned properties into two single family homes. Both homes will be constructed in partnership with the Bridges Construction Student Build Program and both homes will be marketed to home buyers earning 80% or below AMI.

At this time, the properties have yet to come out of the floodplain. Once the properties are officially removed from the floodplain, in the spring of 2023, work can commence. NeighborWorks Green Bay is requesting their planning option be extended to the end of June 2023.

RECOMMENDATION

To approve a five (5)-month extension to the planning option held by NeighborWorks Green Bay for 1162 (parcel 7-62) and 1164 (parcel 7-63) Day Street.

FISCAL IMPACT**ATTACHMENTS**

1. 2023 Bridges Planning Option Extension_20221208

December 8, 2022

Will Peters
Redevelopment Authority of the City of Green Bay
100 North Jefferson Street
Green Bay, WI 54301

Re: 2023/2024 Bridges Program New Construction Sites Planning Option Extension Request

Dear Will and Members of the Authority,

NeighborWorks Green Bay together with the Green Bay Area Public Schools is seeking a planning option extension for two sites as part of the 2023-2024 school year Bridges Construction student build program.

In April of this year, NeighborWorks Green Bay submitted for planning options at 1162 Day Street (7-62) and 1164 Day Street (7-63). Those planning options were granted and are slated to expire at the end of this month. As such, we are requesting an extension to these planning options through June 2023 to continue our design and planning efforts on this project. As you know both lots have historically been a part of the floodplain. However, these sites are expected to be removed soon, which will allow us to continue our development efforts along with the Green Bay Area Public Schools Bridges program.

As stated in our original planning option request, the exact subsidy package has not been finalized; we are seeking non-governmental sources of funding and do not anticipate additional subsidy requests from the Authority beyond the requested lots.

Thank you for your consideration.

Sincerely,



David W. Erickson

david@nwgreenbay.org

920-593-3709

Real Estate Development Project Manager



Report to the Redevelopment Authority of the City of Green Bay

MEETING DATE

December 13, 2022

PREPARED BY

Neil Stechschulte, Director

AGENDA ITEM # E.3

Consideration with possible action on RDA-owned property related to the potential reuse of the building at 301 N. Adams Street (multiple condominium parcels).

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 will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

BACKGROUND

Report from 11/29 RDA Meeting: HCW, LLC (Developer) is seeking to convert approximately 97,000 s.f. of commercial space on two floors in the former BayLake City Center building to approximately 70 multi-family rental units. These will consist of three 1-bedroom units, thirty-three 3-bedroom exterior wall units, twenty-eight 2-bedroom interior units, four 3-bedroom units, and two 4-bedroom units. In order to proceed with this project, the Developer is requesting the following:

A 30-40' no-build easement on the RDA-owned Adams Street parking lot, adjacent to the south side of the building.

This easement would be required to allow the redevelopment project to proceed and meet building and fire codes. This is directly related to the wall design on the south side of the building and the fire rating for the existing wall. Without the easement, the wall construction on the building at 301 N. Adams would need to be improved to a higher design to allow structures to be built closer together. This easement existed in the past, but appears to have been terminated in 2007.

Transfer of RDA-owned parcel 12-86-1 (0.155 acres), 310 N. Washington Street to the Developer. This parcel is a remnant parcel from the original conversion of the retail store where an exterior staircase access was part of the original use. This space is currently not usable because it does not have separate utilities and the second floor is not accessible from the first floor. This space would likely be used to provide access to the second floor. The Developer is requesting this transfer at no cost.

Vacation of approximately 1,964 s.f. of right of way at the corner of the northeast corner of Northland Avenue and Adams Street, and attachment of this lot to the Developer's parcel. This area is currently used for accessing the loading docks for the building. This area was originally necessary to provide a hammerhead turn around area for public service vehicles when the mall use was active, but the existing street grid now provides access. The Developer is requesting this property be attached at no cost.

UPDATE: After further discussions with the City's Chief Building Official and the applicant, staff has determined that neither the RDA-owned corner of the building nor the requested right of way is critical to the applicant's project, but would rather correct parcel conditions remaining from the original mall property. Improvements are required for

the corner to be brought into compliance with building codes, regardless of who retains ownership. In addition, the requested no-build easement was formerly in place and allows structures to exist on both parcels—not just the BayLake City Center building. The only way this easement would not be necessary for both properties would be if the parcels were eventually combined for redevelopment.

Staff was originally considering a preliminary terms sheet to govern these transactions, but has determined that direction from RDA on these requests is all that is needed to proceed at this time. The RDA has approval authority over the easement request and the request to sell/transfer the RDA-owned property. The ROW vacation and attachment is subject to Council approval. The working draft of those terms is attached for RDA members information, but is not being recommended for action at this time. Instead, staff will be requesting action on the three requests and will proceed accordingly.

RECOMMENDATION

Staff recommends that the RDA direct staff to 1) Prepare a final 30-foot easement document that restricts the construction of permanent structures but allows public access and other temporary uses subject to final approval by Staff, 2) Prepare a formal request to vacate the right of way as requested and process the attachment according to the procedures in City ordinances and policies, and 3) Request the applicant provide a formal offer to purchase the RDA-owned building and associated parcel subject to approval by the RDA.

FISCAL IMPACT

While there were costs incurred by the City for the original acquisition and construction of the RDA-owned corner of this building, additional investment related to fire protection and utilities would be necessary for this to truly be leasable space. In addition, there was never a separation of heating and cooling bills for the RDA space, and this has been paid by the applicant. Transfer of this property would at least get it on the tax rolls, and would bring this part of the building to code.

The ROW being considered for vacation and attachment is currently the City's responsibility for maintenance, and is not required for any public purpose.

While the easement may reduce the overall footprint of developable area on the RDA lot, it is necessary for the redevelopment of the Baylake building and for any prospective new building on the RDA lot.

ATTACHMENTS

- I. BLCC Preliminary Term Sheet redlined I20822

Preliminary Terms Sheet (12/81/22 DRAFT)
City of Green Bay and Baylake City Center Condominium Association, Inc.(Owner)

DISCLAIMER: The following document is for discussion purposes only and has not been reviewed by the City's Development Team, RDA, City Attorney, City Council, the Owner, or the Owner's legal counsel. All text below is subject to review and change until formatted and approved as a formal development agreement.

Approval Request Project Description: Owner is seeking to address the following three site plan items related to the original creation of the Condominium Parcels, which are more particularly described below:, (a) ~~t~~The Owner and City require an easement in order to be consistent with building and fire codes, (b) ~~t~~The Owner is also interested in acquiring some ROW from the City and (c) the Owner is interested in acquiring an RDA owned parcel to restore a parcel with consistent dimensions and ownership, ~~but these properties are not required to complete the Owner's proposed improvements.~~

Owner Obligations:

1. Owner shall prepare a formal easement document for an easement on RDA-owned Parcel 12-112 on its NE boundary at a width and dimension required to allow the above project to proceed and be consistent with building and fire codes. This width is currently estimated to be approximately 30 feet.
 - a. Prepare a legal description of the proposed easement and submit it to the City for review.
 - b. The City, the RDA and the Owner acknowledge that the no-build easement directly benefits the proposed project on condominium parcels 12-195 to 12-206, and could potentially limit the future redevelopment of the Parcel 12-112.
 - c. The purpose of the easement is to restrict the construction of any permanent above ground structures. The easement may be used to ensure adequate fire access, building maintenance, landscaping, temporary outdoor seating, and general public access.
 - d. Owner shall provide the names of any legal entities to have access to this easement for these purposes.
 - e. Any and all costs related to the preparation and recording of any documents necessary implement the easement shall be the sole cost of the Owner.
 - f. The Owner shall forward the easement document to the RDA and City for review and approval. This is to be completed by **December 31, 2022**.
2. Owner offers to accept approximately 1,900 s.f. of right of way located at the NE corner of condominium parcels 12-195 to 12-206, and attachment to said parcels, therefore relieving the City of Green Bay of current and future operating and permanent infrastructure repairs and expenses. Owner shall provide to the City the proper legal entity to whom this property shall be conveyed. This offer is contingent upon the Owner reviewing and accepting the condition of pavement of this property.

- a. City shall prepare a legal description of the proposed vacation and submit it to the Owner for review.
 - b. Any and all costs related to the preparation, recording of any documents necessary to convey this property, and actual conveyance shall be the sole cost of the City.
 - c. The City shall forward the necessary property documents to the Owner for review and processing by **December 31, 2022**.
 - d. City shall be required to provide the Department of Community and Economic Development a maintenance and screening plan for this area as a condition of attachment prior to vacation and attachment.
3. Owner shall prepare an offer to purchase (or similar agreement) for Parcel# 12-86-1 ("RDA Property") and submit to the RDA, whereby Owner would purchase the RDA Property for \$1.00.
 - a. Owner shall provide the names of the legal entity who shall be the owner of the the RDA Property.
 - b. Any and all costs related to the preparation, recording of any documents necessary to convey the the RDA Property, and actual conveyance shall be the sole cost of the Owner.
 - c. The Owner shall forward the necessary property documents to the City for review and processing by **December 31, 2022**.
 - d. Owner shall provide a description of any improvements proposed for the the RDA Property to bring it up to code prior to approval of the transfer of the the RDA Property, subject to approval by the Chief Building Official.
 - e. Owner is responsible for obtaining any and all required permits for the improvements, if any, to be made to bring the RDA Property and adjacent property into compliance Project.
- ~~4. Prior to transfer or attachment of these properties, and recording of the easement, the Owner shall hold a public informational meeting for neighboring properties to provide feedback or answer questions related to the overall project.~~
- ~~5.4.~~ Owner and/or its respective unit owners, which may require parking, shall enter into a formal parking lease(s) with the Department of Public Works in the Pine or Cherry Street parking ramp by February 7, 2023.
- ~~6.5.~~ Owner and/or its respective unit owners, which may require parking, shall formally submit a request(s) to the Department of Public Works for the designation and assignment up to three on-street parking spaces along Northland Drive for short-term (15 minute) parking stalls.
- ~~7.6.~~ Owner agrees to discuss a mutual understanding regarding making of make space available upon the roof of the building for a future public art project or other screening of roof mechanicals, subject to engineering and architectural review and a subsequent use agreement on such a project should one become viable. The space will be provided at no cost to the City, but any and all costs of installation and maintenance of the future public art project or other screening, and any and all cost, liability related to such art project or other screening and maintenance shall be

the responsibility of the of the City or their designee unless otherwise negotiated. The City shall be solely responsible, at its sole cost, for designing and commissioning the future public art project or other screening, including, without limitation, any and all fees of the artist or designer. It being the parties' intention that there shall be no cost to the Owner, whether now or in the future.

~~8.7.~~ Owner must complete all of the foregoing the overall Project by **June 30, 2024**.

City Obligations:

1. The City shall review, approve and record a mutually agreed upon easement document within 60 days of receipt of complete documents and/or application materials (subject to any public notice requirements). The City shall record the easement as an easement with mutually agreed upon uses within the easement.
2. The City shall review, approve and process the mutually agreed upon ROW vacation request and subsequent attachment within 60 days of receipt of complete documents and/or application materials (subject to any public notice requirements). This includes any screening plan for this area.
3. The Department of Public Works Parking Division will negotiate with the Owner and/or its respective unit owners, which may require parking, and approve a parking lease(s)- in the Pine or Cherry Street parking ramp by February 7, 2023.
4. The Department of Public Works shall review the Owner's request and the request of any of Owner's respective unit owners, which may require parking, for designation and assignment up to three on-street parking spaces along Northland Drive for short-term (15 minute) parking stalls.
5. The City will schedule formal closing on these properties within 60 days of approval of all required documents and procedures.

Additional City Obligations re. Separate Conversion Project:

1. Separate, distinct and independent from the other matters referenced above and not conditioned or contingent upon any of the foregoing, Upon approval of building and site plans by the Chief Building Official from HCW, LLC for the conversion of approximately 70,000 s.f. of commercial space on the second floor of the Baylake City Center Condominium (condominium parcel nos. 12-201 to 12-206) to approximately 72 multi-family rental units ("Conversion Project"), and upon receipt of completed application materials for the Conversion Project, the Chief Building Official will review and process the application for a building permit and any other

applicable permits related to the Conversion Project in a prompt and timely fashion, however,
no later than ~~within~~ 30 days of receipt ~~of~~ receiving such the application.



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

December 13, 2022

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # F.1

Financial report and check register.

BACKGROUND**RECOMMENDATION****FISCAL IMPACT****ATTACHMENTS**

- I. Check Report

City of Green Bay RDA
Check Register
November 30, 2022

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	AMOUNT
21638	11/11/2022	255	CITY OF GREEN BAY	24,721.70
21639	11/11/2022	28225	DTAK1	23,448.00
21640	11/11/2022	41319	TYLER JAUQUET	5,039.84
21641	11/11/2022	15136	LEE RECREATION LLC	75,004.00
21642	11/11/2022	894	PETERS CONCRETE CO	134,441.60
21643	11/30/2022	255	CITY OF GREEN BAY	24,776.78
21644	11/30/2022	41141	FLOCK GROUP INC.	57,000.00
21645	11/30/2022	5938	NEIGHBOR-WORKS GREEN BAY	46,757.50
21646	11/30/2022	999999	TOWN N' COUNTRY TITLE	44.00
21647	11/30/2022	894	PETERS CONCRETE CO	33,859.12
				<u>425,092.54</u>

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Redevelopment Authority
Financial Report
CDBG
11/30/2022

CDBG Entitlement Funds	2022 Budget	2021 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Public Works Improvements	-	14,471.86	-	14,471.86	-	-
Fair Housing	20,000.00	29,695.00	-	21,695.00	-	28,000.00
Public Services	129,915.00	156,243.67	-	121,460.64	-	164,698.03
CDBG Eligible Areas HILP Program	150,000.00	89,973.00	57,127.49	53,225.00	-	243,875.49
CDBG Eligible Areas Public Facilities and Infrastructure	192,985.00	407,736.98	-	432,553.24	-	168,168.74
CDBG Eligible Areas-Beautification/Art	50,000.00	87,054.77	-	-	-	137,054.77
Economic Development	120,000.00	438,819.12	227,803.93	442,836.60	168,457.94	175,328.51
ED Façade & Demo Loans	-	134,123.12	-	63,599.20	-	70,523.92
Administration	243,000.00	169,086.79	-	235,512.98	-	176,573.81
\$	905,900.00	\$ 1,527,204.31	\$ 284,931.42	\$ 1,385,354.52	\$ 168,457.94	\$ 1,164,223.27

CARES CDBG-CV Funds	2022 Budget	2021 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Administration	-	16,270.14	-	16,270.14	-	-
Business Improvement Districts	-	29,750.00	-	28,294.22	-	1,455.78
Homelessness Assistance Programs	-	55,909.66	-	-	-	55,909.66
Economic Development Business Relief	-	16,500.00	-	10,000.00	-	6,500.00
Essential Frontline Employee Relief Program	-	35,981.40	-	18,697.67	-	17,283.73
Rental/Mortgage Assistance Program LMI	-	155,518.06	-	40,570.02	-	114,948.04
Urgent Need-Business Relief and Rental.Mortgage	-	50,000.00	-	5,000.00	-	45,000.00
\$	-	\$ 359,929.26	\$ -	\$ 118,832.05	\$ -	\$ 241,097.21

Redevelopment Authority
Financial Report
HOME
11/30/2022

	2022 Budget	2021 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Single Family Rehab Loan Program	100,000.00	657,323.60	248,376.32	165,299.14	494,477.86	345,922.92
CHDO Projects	87,000.00	201,000.00	-	-	-	288,000.00
Downpayment Closing Cost Assistance	-	53,500.00	-	53,500.00	-	-
Housing Development Projects	332,449.00	758,943.03	-	23,500.00	494,000.00	573,892.03
Administration	57,716.00	88,234.97	27,597.37	34,045.39		139,502.95
HOME-ARP Admin	-	97,410.80	-	-	-	97,410.80
	\$ 577,165.00	\$ 1,856,412.40	\$ 275,973.69	\$ 276,344.53	\$ 988,477.86	\$ 1,444,728.70