



AGENDA OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

THURSDAY, FEBRUARY 2, 2023, 3:30 PM
City Hall, Room 604 - The Harry Maeir 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 February 2, 2023, meeting of the Redevelopment Authority.

D. Regular Business.

- I. Consideration with possible action on a no-build easement on RDA-owned property (parcel #12-112) 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.

2. Consideration with possible action on a request to acquire/transfer RDA-owned property (parcel #12-86-1) related to the potential reuse of the building at 301 N. Adams Street (multiple condominium parcels).

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E. Informational.

1. Director's report and project updates.
2. Next Regular Meeting: February 14, 2023 at 1:30 PM

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 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

February 2, 2023

PREPARED BY

Neil Stechschulte, Director

AGENDA ITEM # D.1

Consideration with possible action on a no-build easement on RDA-owned property (parcel #12-112) related to the potential reuse of the building at 301 N. Adams Street (multiple condominium parcels).

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BACKGROUND

Upon further research and discussions with the owner representative of the Baylake building, staff and the owner representative have adjusted the previous easement of 30 ft. from the parcel line to 30 ft. from the building footprint. This has resulted in approximately 40% (4,200 s.f.) of the easement area to be located on the RDA parcel, and approximately 60% (6,475 s.f.) on the Baylake parcel. It was previously thought that all of the easement would be located on the RDA property.

The easement would prohibit building of any permanent structures, but allow for emergency vehicle access, possible general vehicle access, pedestrian and bicycle access, and placement of temporary outdoor furnishings that would not hinder emergency vehicle access.

Further updates will be provided in closed session.

RECOMMENDATION

Approval of a 30 ft. easement from the Baylake Building footprint to prohibit building of any permanent structures, but allow for emergency vehicle access, possible general vehicle access, pedestrian and bicycle access, and placement of temporary outdoor furnishings, subject to the approval of a final easement document by the City Development Director and the City Attorney.

FISCAL IMPACT

Update to be provided in closed session.

ATTACHMENTS

- I. BLCC site plan with RDA SF for easement 1.12.23

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REVISIONS:	

FISHER & ASSOCIATES, LLC
ARCHITECTS / PLANNERS
1000 N. PINE ST. SUITE 200
MILWAUKEE, WI 53233
TEL: 414.224.1100
WWW.FISHERANDASSOCIATES.COM

PROJECT:
ADAMS STREET BUILDING
301 NORTH ADAMS STREET
CITY OF GREEN BAY

DATE	1/18/21
JOB NUMBER	20099
CHK'D BY	R.F.
DRAWN BY	R.F.

C1.0

AREA
SITE PLAN
1" = 50'-0"

NOTE: LOCATION OF EXISTING PROPERTY, USE, BUILDINGS, VEGETATION, EASEMENTS, UTILITIES, ETC. HAVE BEEN REPRODUCED FROM RECORD DRAWINGS AND FIELD SURVEY. FISHER & ASSOCIATES, LLC DOES NOT ASSUME RESPONSIBILITY FOR THE ACCURACY OF THESE RECORD DRAWINGS AND FIELD SURVEY. DISCREPANCIES INDICATED ON THESE DRAWINGS PRIOR TO STARTING WORK.



REVIEWED FOR CONSTRUCTION
11/30/22
RELEASED FOR VARIANCE
9/22/22
RELEASED FOR CONSTRUCTION BUDGET
6/20/22



Report to the
**Redevelopment Authority
of the City of Green Bay**

MEETING DATE

February 2, 2023

PREPARED BY

Neil Stechschulte, Director

AGENDA ITEM # D.2

Consideration with possible action on a request to acquire/transfer RDA-owned property (parcel #12-86-1) related to the potential reuse of the building at 301 N. Adams Street (multiple condominium parcels).

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BACKGROUND

This RDA-owned property has been researched and inspected and found to not be compliant with current building and fire codes. The owner representative of the Baylake City Center has offered to take the property and make improvements to bring the area to code as part of their overall proposed improvements to the Baylake City Center.

The most appropriate method by which this property would be transferred should be determined by the City Attorney.

Additional information and updates will be provided in closed session.

RECOMMENDATION

Approval of the transfer of the property from the RDA to the Baylake City Center Condominium Association, subject to final approval of the formal transfer documents by the Development Director and the City Attorney.

FISCAL IMPACT

Additional information and updates will be provided in closed session.

ATTACHMENTS

None