

**Community Development Authority of the City of Manitowoc  
Meeting Minutes  
Wednesday, September 18, 2019**

**I. CALL TO ORDER**

Board Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM on September 18, 2019 at the Community Development Department offices.

**II. ROLL CALL**

The roll call was conducted.

**III. APPROVAL OF MINUTES** of the regular August 21, 2019 Meeting

Board Chairman J. Stangel asked if there were any corrections or additions to the minutes of the regular Meeting held on August 21, 2019.

Hearing none, the following action was taken.

Motion by: G. Maloney

Seconded by: E. Roth

Moved that: the CDA approve the minutes of the August 21, 2019 Meeting.

Upon vote: the motion carried unanimously

**IV. MANITOWOC PUBLIC HOUSING BUSINESS**

A. Financial Report and Approval of Monthly Expenditures

The following action was taken:

Motion by: G. Maloney

Seconded by: A. Doneff

Moved that: the CDA approve and authorize payment of the September 2019 monthly expenses

Upon vote: the motion carried unanimously

B. HUD Public Housing Assessment Score

The report was reviewed and placed on file.

**V. DOWNTOWN REDEVELOPMENT ACTIVITIES**

A. Revolving Loan Fund Financial Report

The report was reviewed and placed on file.

B. Revolving Loan Fund Business

P. Braun provided an update to the members. Staff will continue to have internal Meetings with Progress Lakeshore representatives and State of Wisconsin representatives to discuss funding for eligible CDBG RLF projects.

C. Design Review Applications:

1. Discussion and Possible Action - Façade Grant Design Review  
812 S 8th Street  
N. Mueller presented the current state and the preliminary design.  
He stated the intention of the project is to protect and / or restore the original façade.  
The following action was taken:  
Motion by: G. Maloney  
Seconded by: E. Roth

Moved that: the CDA approve the Certificate of Appropriateness with the following conditions:

- a. Community Development Department staff approval of the final design details
- b. Compliance with all Manitowoc Municipal Codes.
- c. All site improvements and construction work will require a separate permit application to the Building Inspection Department.
- d. All structural projections into or over public rights-of-way will require separate permission from the Engineering Department.

Upon vote: the motion carried unanimously

2. Discussion and Possible Action - Façade Grant Design Review  
814 S 8th Street  
N. Mueller presented the current state and the preliminary design.  
He stated the intention of the project is to protect and / or restore the original façade.  
The following action was taken:  
Motion by: E. Roth  
Seconded by: A. Doneff

Moved that: the CDA approve the Certificate of Appropriateness with the following conditions:

- a. Community Development Department staff approval of the final design details.
- b. Compliance with all Manitowoc Municipal Codes.
- c. All site improvements and construction work will require a separate permit application to the Building Inspection Department.
- d. All structural projections into or over public rights-of-way will require separate permission from the Engineering Department.

Upon vote: the motion carried unanimously

3. Discussion and Possible Action - Exterior Door Design Review  
907 S 8th Street  
Members reviewed the project application. A discussion ensued regarding the possible projection into the right of way of an outward swinging door and step.

The following action was taken:  
Motion by: G. Maloney  
Seconded by: E. Roth

Moved that: the CDA approve the Certificate of Appropriateness with the following conditions:

- a. Compliance with all Manitowoc Municipal Codes.
- b. All site improvements and construction work will require a separate permit application to the Building Inspection Department.
- c. All structural projections into or over public rights-of-way will require separate permission from the Engineering Department.

Upon vote: the motion carried unanimously

## **VI. HOUSING BUSINESS**

- A. Revolving Loan Fund Financial Reports  
The reports were reviewed and placed on file.
- B. CDBG Housing Loan Business  
No applications to report at this time.
- C. 5422Home  
No report at this time.

## **VII. OTHER BUSINESS**

- A. Monthly Report on 1512 Washington Street  
Harris Byers, Senior Brownfields Project Manager for Stantec, presented an update on the former Mirro Manufacturing Facility at 1512 Washington Street.

## **VIII. ADJOURNMENT**

Chairman John Stangel adjourned the meeting at 5:20 p.m.

### ATTENDANCE

#### Members Present

John Stangel  
Emil Roth  
Anton Doneff

Gene Maloney

#### Members Excused

Dennis Tienor  
Ald. Lee Kummer  
Ald. Jeremiah Novak

#### Staff Present

Lisa Mueller  
Nick Mueller  
Paul Braun

#### Staff Excused

Pauline Haelfrisch

#### Others Present:

Scott Retzak  
Dave Bundy

