



**CITY OF MANITOWOC**  
WISCONSIN, USA  
[www.manitowoc.org](http://www.manitowoc.org)



**MEETING MINUTES  
COMMUNITY DEVELOPMENT AUTHORITY**

**Virtual Meeting  
Wednesday, December 16, 2020**

*This meeting was conducted via remote conferencing software.*

- I. CALL TO ORDER,**  
Board Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00 PM.
- II. ROLL CALL**  
**Present:** John Stangel, Gene Maloney, Emil Roth, Anton Doneff, Dennis Tienor (4:10)  
**Absent:** Ald. Jeremiah Novak, Ald. John Brunner  
**Others Present:** Adam Tegen, Nick Mueller, Jen Bartz, Pauline Haelfrisch, Ann Flad-Jesion
- III. APPROVAL OF MINUTES** of the regular November 18, 2020 Meeting  
Motion by G. Maloney seconded by E. Roth, to approve the Minutes.  
Motion carried (4-0).
- IV. MANITOWOC PUBLIC HOUSING BUSINESS**
  - A. Financial Report and Approval of Monthly Expenditures**  
P. Haelfrisch discussed the monthly reports of finances and expenditures that had been sent to the Board members.  
P. Haelfrisch requested that in lieu of a Christmas party; she give Chamber Bucks to the tenants. The request met with Board approval.  
P. Haelfrisch also discussed with the members the need for three new hollow metal entrance doors and asked who she should contact. G. Maloney stated he would supply contacts for that type of work.  
Motion by G. Maloney, Seconded by E. Roth, CDA to approve and authorize payment of financial report and monthly expenditures.  
Motion carried (5-0).
  - B. Executive Director Retirement**  
Chairman J. Stangel discussed with the Board members that the Hiring subcommittee had decided to hire an HR consultant to complete the process of a replacement for the Executive Director position. It was decided that all Board members would be allowed to take part in the interviews, if available. Chairman J. Stangel asked P. Haelfrisch to take part in the interviews.

## **V. DOWNTOWN REDEVELOPMENT ACTIVITIES**

### **A. Design Review Applications**

1. Discussion and Possible Action: 419 N. 8th Street, Tilted Suckers  
N. Mueller provided details on the sign project. Although CDA does not govern content, it was noted that the grammatical errors were intentional. He noted the sign is not lit.

Motion by G. Maloney seconded by E. Roth to approve the sign as proposed. Motion carried (5-0).

2. Discussion and Possible Action: 910 Washington Street, Treehouse Theater  
N. Mueller said that Treehouse Theater was initially planning to apply for a façade grant, but has decided not to pursue due to lack of philanthropic funding at this time, likely due to COVID. He shared that the replacement is similar with like and kind of existing and the design review is to replace their storefront trim with a different color. N. Mueller recommends approval of the trim color upon Community Development staff.

G. Maloney asked if the glass will be insulated. N. Mueller indicated that the windows will be new aluminum frames and glass. He said that he will get a swatch sample and approve to ensure it is appropriate.

Chairman J. Stangel asked if this approval would work should they seek a façade grant in the future. N. Mueller stated that Community Development staff would work with them.

D. Tienor asked if Treehouse could apply even though it appears their façade is not historically significant. N. Mueller noted that the grant is to restore and protect and further explained the façade grant process.

D. Tienor stated that he would like to see non-profits who are investing significant funds in their building be considered as well. He sought clarification if the façade grant language can be changed if CDA would recommend.

Conversation ensued regarding the protect and restore language as it pertains to non-profits.

A. Tegen interjected that this building would be eligible for façade grant funds even though there is no historic value as they are protecting a façade. In comparison to other non-profits who build new from the ground up. He stated that if that if the CDA would decide change the façade grant program to also allow new construction, the CDA could make that recommendation and it would need to go to Council for final approval.

Motion by G. Maloney, seconded by D. Tienor, approve the change in color with Community Development staff having final approval on color selection. Motion carried (5-0).

**VI. HOUSING BUSINESS**

Revolving Loan Fund Financial Reports

The report was reviewed and placed on file.

**VII. OTHER BUSINESS**

River Point District Update

A. Tegen shared that there is not a lot going on right now. He indicated that clearing & grubbing has wrapped up and Bayshore developers are bringing in fill from their ongoing project. He shared that the City is looking to have plans lined up and BID going out in Jan/Feb with start in summer. He also said that Community Development is working with several projects that may break ground in 2021.

G. Maloney asked if it's too early to be laying out the site for road work, sewer work, etc.

A. Tegen stated that Phase 1 (southeast corner) is laying out water, sewer, streets, sidewalk.

Chairman J. Stangel asked about Mirro project. Adam said that there are two groups working on the site. He also shared that DNR made the declaration that Newell Rubbermaid is the responsible party for all remaining contamination at the Mirro site and some of the work is related to further testing on site.

**VIII. ADJOURNMENT**

Motion by A. Doneff, seconded by G. Maloney to adjourn the meeting at 4:35 PM.

Motion carried (5-0).