



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room
4:00 PM | October 18, 2023

I. CALL TO ORDER

Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:01 PM.

II. ROLL CALL

Present: John Stangel, Gene Maloney, Emil Roth, Dennis Tienor, Ald. Tim Boldt, Ald. Michael Cummings (depart 4:45), Anton Doneff

Staff Present: Adam Tegen, Kait Piazza, Jen Bartz, Eric Nycz

Others Present: Serena Lewis

III. APPROVAL OF MINUTES of the September 20, 2023 Meetings.

Motion by G. Maloney, seconded by Ald. T. Boldt, to approve the Minutes. Motion carried (7-0).

IV. MANITOWOC PUBLIC HOUSING BUSINESS

a. Financial Report and Approval of Monthly Expenditures

Motion by Ald. M. Cummings, seconded by A. Doneff, to approve the report and expenditures as provided by accountant. Motion carried (7-0).

b. Discussion and Possible Action: MRI/Happy Software Inspections Module

S. Lewis shared that there is a new module for inspections that will allow for easy upload of information during the move-in and move-out processes, but an iPad would need to be purchased. She added that the initial software purchase could be included in the five-year capital plan, but not the annual fee.

A. Doneff asked if it would be used for both move in and move out per HUD guidelines. S. Lewis will confirm.

c. Discussion and Possible Action: Increase Fair Market Rents for FY 2024

S. Lewis shared that HUD released the information and that proposed rents include utilities. Motion by A. Doneff, seconded by Ald. M. Cummings to approve the proposed rents for FY2024. Motion carried (7-0).

d. Roof and Gutter Update

S. Lewis provided details of proposed work to be completed. She is working on estimates.

e. Tenant Door Replacement Update

S. Lewis shared that a pre-bid meeting is upcoming and bids are due November 1 with completion expected by mid-May. Every apartment door and several exterior doors will be replaced.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

a. Design Review Applications:

i. 401 N 8th Street, Kwik Trip

K. Piazza reviewed the request. There were no questions.



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

Motion by Ald. M. Cumming, seconded by G. Maloney to approve the project as proposed. Motion carried (7-0).

b. Design Review Staff Approvals: No Report

c. Discussions

K. Piazza provided background on the project and said that Treehouse Theater is searching for feedback on their proposed design before they apply for design review and façade grant. She shared design guidelines with members.

E. Nycz, Treehouse Theater board member, reviewed proposed materials and noted that they are trying to create a historic look for the building, but also save money as nonprofit. He added that the organization does not want to ask local foundations for money if it will not be approved as per design guidelines.

Discussion ensued among members regarding materials and stated their support of proposed design for further review and consideration for a façade grant.

VI. HOUSING BUSINESS

a. Revolving Loan Fund Financial Reports

The reports were reviewed and placed on file.

VII. OTHER BUSINESS

a. River Point District Update

A. Tegen shared that progress continues and that paving is wrapping up. He added that there will be a lot of earthmoving happening in the near future as 6' of material will be added for future projects. Working is continuing with developers as well.

G. Maloney asked if a kayak launch is planned. A. Tegen confirmed and provided details of the proposed amenities.

b. 1512 Washington Street Update

A. Tegen stated that the grant application to help with site cleanup is being worked on and the deadline is November.

c. Lakeshore Mall Update

A. Tegen shared that Council approved the next resolution to authorize the City to enter into a "taking" status or condemnation.

VIII. ADJOURNMENT

Motion by Chairman J. Stangel to adjourn meeting at 4:52 PM, seconded by D. Tienor.