



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

MINUTES COMMUNITY DEVELOPMENT AUTHORITY

City Hall, 900 Quay Street | Second Floor Conference Room
4:00 PM | February 19, 2025

I. CALL TO ORDER

Chairman J. Stangel called to order the regular meeting of the Community Development Authority at 4:00PM.

II. ROLL CALL

Present: John Stangel, Gene Maloney, Emil Roth, Dennis Tienor, Ald. T. Boldt, Ald. M. Cummings

Absent: Scott McMeans

Staff Present: Kait Piazza, Jen Bartz

Others Present: Kevin Hartlaub, Keith Spruce

III. APPROVAL OF MINUTES of the September 18 and October 16, 2024 Meetings.

Motion by Ald. T. Boldt, seconded by G. Maloney, to approve the minutes. Motion carried (6-0).

IV. MANITOWOC PUBLIC HOUSING BUSINESS

a. Financial Report and Approval of Monthly Expenditures

The provided reports were reviewed.

Motion by Ald. M. Cummings, seconded by Ald. T. Boldt to approve the report and expenditures.

Motion carried (6-0).

b. Discussion and Possible Action: Legal Action to Collect for Damages to Apartment

S. Lewis provided background on the former tenant issues. She stated that the contracted attorney recommends pursuing via small claims court for damages so the claim stays on the former tenant's record. She added that the attorney also recommends that the Committee set a threshold amount in damages to put into small claims.

Chairman J. Stangel pointed out that these have not been pursued previously as it is highly unlikely judgment would be issued as tenants are LMI individuals. Ald. Boldt supported establishing a precedent for a set claim amount. S. Lewis added that filing on the HUD website flags individuals within the system.

Ald. M. Cummings stated that pursuing a small claims judgment reinforces the contract's enforceability.

Motion by Ald. M. Cummings, seconded by Ald. T. Boldt to pursue legal action. Motion carried (6-0).

c. Discussion and Possible Action: Investment Options for Draw from Capital Funding for Operating Expenses

The committee discussed whether to transfer unused 2023 capital funding from a checking account to a savings account or a certificate of deposit (CD). It was decided to move excess funds into a money market elite account for operational expenses.

d. Updates

S. Lewis provided updates on tenant turnover, housing activities, and application status. The current waitlist stands at nearly 25 applicants.



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V. DOWNTOWN REDEVELOPMENT ACTIVITIES

- a. Discussion and Possible Action: Design Review Application; 1022 Washington Street
Kait reviewed the proposal. The committee discussed material choices and their alignment with historic design guidelines. Keith Spruce explained that the design follows the corporate model for Ziggis. G. Maloney suggested modifying the bottom panel to extend the brick pattern.

The Committee asked the applicant to supply samples of proposed materials to committee for approval. The Committee asked staff for guidance as surrounding blocks do not adhere to guidelines. Ald. Cummings noted that while the building features metal, it is not shiny corrugated metal and aligns with corporate standards. The committee approved the design with limitations per staff recommendations.

Motion by Ald. M. Cummings, seconded by E. Roth to approve the proposed design noting the following:

- The building is not individually significant National Register Criteria for Evaluation and is not contributing building to a historic district.
- The proposed EFIS material represents an in-kind replacement of existing material
- The CDA reviewed and granted an exception to use corrugated aluminum due to the buildings age and corporate branding needs.

Motion carried (6-0).

- b. Design Review Staff Approvals: None

VI. HOUSING BUSINESS

- a. Revolving Loan Fund Financial Reports
Reports were reviewed and placed on file.
- b. Loan Audit Write-Offs
 - i. Benson, Robert: Sheriff's Sale 2018, \$3,677.00
 - ii. Deno, Sheila: Tax Foreclosed 2014, \$9,959.00
 - iii. Naber-Snyder, Beth: Lead Grant – Closed Amount, \$7,000.00
 - iv. Schuh, Rebecca: Sheriff's Sale 2013, \$13,658.00
 - v. Simmer, David: Tax Foreclosed 2013, \$8,301.00
 - vi. Thompson, Teresa: Tax Foreclosed 2020, \$11,393.82
 - vii. Walker, Steven: Sheriffs Sale 2013, \$10,312.00

Loans write-offs were reviewed.

VII. OTHER BUSINESS

- a. River Point District Update
Bids for Phase 4 will open in early March. The Braun building demolition is scheduled for March.
- b. 1512 Washington Street Update
The EPA has approved cleanup efforts, which will begin in mid-March.
- c. Lakeshore Mall Update
Demolition and rezoning are currently in progress.

VIII. ADJOURNMENT

Motion by G. Maloney, seconded by D. Tienor, to adjourn the meeting at 4:50PM.