



AGENDA

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Members

- Chairperson Schlice
- Vice-Chairperson Gardner
- Alderperson Kneebone
- Commissioner Cooper
- Commissioner Kemmeter
- Commissioner D. Ladick
- Commissioner Barrett

Date and Time: February 19, 2021
10:00 AM

Location:

Zoom Teleconferencing

Meeting ID: 846 9333 1715 |
Passcode: 965976

By

Computer: <https://us02web.zoom.us/j/84693331715?pwd=ZzBqdWVseW5CWityVThrZ1hpRHpqUT09>

By Phone: +1-312-626-6799 (US Chicago)

Opening Section

1. Roll Call
2. Persons who wish to address the Board on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Board during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Chairperson.
3. Public comment for pre-registered individuals for matters appearing on the agenda.

Discussion and Possible Action on the Following:

1. Minutes and actions of the Redevelopment Authority meeting(s) of October 6, 2020.
2. Financial reports, claims, and statements from August, September, October, November, 2020.
3. Acceptance of mortgage pay-off in the amount of \$407,500 at 1100 Main Street Stevens Point, WI

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

4. Discussion on the Multi-Family Rental Conversion Grant Program.
5. Discussion on the Acquisition & Development Plan for the property at 1700 Strongs Avenue.

Enter into closed session pursuant to Wisconsin Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, relating to the following:

1. Negotiating the Development Agreement for 1656 Main Street.
2. Adjourn.



MINUTES

REDEVELOPMENT AUTHORITY OF THE CITY OF STEVENS POINT

Date and Time: October 6, 2020
3:00 PM

Location: Zoom Teleconferencing

PRESENT: Chairperson Schlice, Alderperson Kneebone, Commissioner Gardner, Commissioner Cooper, Commissioner Kemmeter, Commissioner Barrett, and Commissioner Ladick.

ALSO PRESENT: Executive Director Kernosky, Comptroller/Treasurer Ladick, Sandy Williams, Rachael Gadbois, and unidentified audience members via Virtual Zoom Meeting.

Index

1. Roll call.
2. Persons who wish to address the Board on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Board during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Chairperson
3. Public comment for pre-registered individuals for matters appearing on the agenda

Discussion and possible action on the following:

1. Minutes and actions of the Redevelopment Authority meeting(s) of August 11, 2020
2. Financial reports, claims, and statements from July 2020.
3. Request from the Children's Museum for consolidation of loans & temporary loan forbearance
4. Amendment and Restatement of Development Agreement between the City of Stevens Point, the Redevelopment Authority of the City of Stevens Point, and North Side Yard, LLC for the redevelopment of 1017 Third Street (Former Lullabye Furniture Site)
5. Termination of Revocable License and Landscaping Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and Landscapes For Life Foundation, Inc. pursuant to Section 3(b) of said Agreement.
6. Revocable License and Electric Vehicle Charging Station Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and The Opera House, LLC.
7. Dumpster and Parking License Agreement between the Redevelopment Authority of the City of Stevens Point and Point Housing, LLC regarding the dumpster corral in Municipal Lot #16.
8. Dumpster and Parking License Agreement between the Redevelopment Authority of the City of Stevens Point and Point Housing, LLC regarding the dumpster corral in Municipal Lot #22.
9. Authorize Executive Director to accept quote from All Electric, Inc to install a Vapor Mitigation System at 1001 Centerpoint Drive (Mid State Technical College)
10. Environmental Protection Agency (EPA) Community-wide Brownfield Assessment Grant activities.
11. Director's update
12. Adjournment

-
1. Roll call.

Present: Schlice, Kneebone, Gardner, Cooper, Kemmeter, Barrett

Absent: Ladick

2. Persons who wish to address the Board on specific agenda items other than a “Public Hearing” must register their request at this time. Those who wish to address the Board during a “Public Hearing” are not required to identify themselves until the “Public Hearing” is declared open by the Chairperson

No one registered to speak.

3. Public comment for pre-registered individuals for matters appearing on the agenda

No one registered to speak.

Discussion and possible action on the following:

1. Minutes and actions of the Redevelopment Authority meeting(s) of August 11, 2020

Motion by Commissioner Kemmeter to approve the report of the August 11, 2020 Redevelopment Authority meeting(s); seconded by Commissioner Cooper.

Motion carried 6-0.

Commissioner Ladick arrived at 3:02 PM

2. Financial reports, claims, and statements from July 2020.

Commissioner Ladick arrived at 3:02 PM

Motion by Commissioner Kemmeter to approve the financial reports, claims, and statements from July 2020; seconded by Alderperson Kneebone.

Motion carried 7-0.

3. Request from the Children's Museum for consolidation of loans & temporary loan forbearance

Director Kernosky provided the following details:

1. Applicant requesting to combine two loans (installment loan and line of credit).
2. Request to defer principal and interest payments for the first 6 months due to COVID-19 related financial challenges.
3. Staff recommendation would be to extend a 20-year option.

Comptroller/Treasurer Ladick added that the interest, while deferred, would continue to accrue. The Children’s Museum would still pay the full amount of the loan, including interest.

Commissioners made the following comments:

1. Inquiry as to whether the applicant was eligible for COVID-19 assistance, to which staff confirmed that while eligible for relief grants as a non-profit, the City would not have any involvement in the applicant’s pursuit in said relief.

Rachael Gadbois, applicant, provided the following details:

1. Organization had received approval for the Paychek Protection Program (PPP), and used it to keep employees on staff and paid.
2. Sandy Williams was working on applying for additional grants, but due to the period of closure and limited of persons allowed within the building, their revenue was down 85%. Revenue making events had been cancelled through the rest of the year and projected into 2021.

Sandy Williams, applicant, provided the following details:

1. Wisconsin's specific grants did not include non-profits, so they were not eligible.
2. Applicant's were waiting on responses for another grant submittal, but it would be another month before receiving funds if they were approved.

Motion by Commissioner Ladick to approve the request from the Children's Museum for consolidation of loans & temporary loan forbearance; seconded by Commissioner Kemmeter.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

4. Amendment and Restatement of Development Agreement between the City of Stevens Point, the Redevelopment Authority of the City of Stevens Point, and North Side Yard, LLC for the redevelopment of 1017 Third Street (Former Lullabye Furniture Site)
-

Director Kernosky provided a brief overview of amendments being requested for the North Side Yard Development Agreement between the City of Stevens Point, Redevelopment Authority, and North Side Yard, LLC. Changes to the development timeline and condominium platting of the property were being brought forward to address financial lending challenges the developer faced due to COVID-19. Staff recommended approval as presented.

Motion by Commissioner Kemmeter to approve the Amendment and Restatement of Development Agreement between the City of Stevens Point, the Redevelopment Authority of the City of Stevens Point, and North Side Yard, LLC for the redevelopment of 1017 Third Street (Former Lullabye Furniture Site); seconded by Commissioner Barrett.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

5. Termination of Revocable License and Landscaping Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and Landscapes For Life Foundation, Inc. pursuant to Section 3(b) of said Agreement.
-

Executive Director Kernosky provided the following details:

1. Existing landscaping was proposed to be relocated and scaled down.
2. Redevelopment Authority entered into an agreement with Landscapes for Life Foundation, Inc in 2014, whom were also now working with the new developer of the Fox Theatre.

3. A new agreement was projected to be brought forward in the future as part of the relocation.

Commissioner Kemmeter asked whether they would be able to utilize items that had been on site, to which Director Kernosky confirmed that they would attempt to reuse some of the benches, and hopefully relocate the existing pergola.

Motion by Commissioner Kemmeter to approve the termination of the Revocable License and Landscaping Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and Landscapes For Life Foundation, Inc. pursuant to Section 3(b) of said Agreement; seconded by Commissioner Ladick.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

6. Revocable License and Electric Vehicle Charging Station Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and The Opera House, LLC.
-

Executive Director Kernosky provided the following details:

1. Opera House, LLC, developer of the Fox Theatre, was seeking to install vehicle charging stations as part of the proposed development.
2. The four stalls were proposed to be on Redevelopment Authority property.
3. Opera House, LLC, would maintain the stalls and area.
4. Staff recommended approval as presented.

Motion by Commissioner Cooper to approve the Revocable License and Electric Vehicle Charging Station Maintenance Agreement between the Redevelopment Authority of the City of Stevens Point and The Opera House, LLC; seconded by Alderperson Kneebone.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

7. Dumpster and Parking License Agreement between the Redevelopment Authority of the City of Stevens Point and Point Housing, LLC regarding the dumpster corral in Municipal Lot #16.
-

Executive Director Kernosky provided the following details:

1. Due in part to an installation of a new downtown dumpster corral and to facilitate a more efficient refuse collection, City Staff and Point Housing, LLC, agreed to the relocation of an existing corral into Municipal Lot 22 from Municipal Lot 17.
2. The new dumpster corral would be in Municipal Lot 16.
3. The redrafted license would provide 10 total parking stalls in exchange to Point Housing, LLC for maintaining the dumpster management for Lot 16 and Lot 22.
4. Staff recommended approval as presented.

Motion by Commissioner Kemmeter to approve the Dumpster and Parking License Agreement between the Redevelopment Authority of the City of Stevens Point and Point Housing, LLC regarding the dumpster corral in Municipal Lot #16 and Municipal Lot #22; seconded by Commissioner Ladick.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

8. Dumpster and Parking License Agreement between the Redevelopment Authority of the City of Stevens Point and Point Housing, LLC regarding the dumpster corral in Municipal Lot #22.
-

Discussion, motion, and action for this item occurred under Agenda Item 7.

9. Authorize Executive Director to accept quote from All Electric, Inc to install a Vapor Mitigation System at 1001 Centerpoint Drive (Mid State Technical College)
-

Executive Director Kernosky provided the following details:

1. Commission had previously authorized Executive Director to obtain three quotes for the installation of a Vapor Mitigation System.
2. Submittal of multiple quotes were lacking, but due to the low cost of the submitted quote, staff was recommending moving forward with the contractor.
3. Commission had approved spending between \$12-\$15,000 on the mitigation system, but the quote had come in at \$1,587.10

Motion by Alderperson Kneebone to authorize the Executive Director to accept quote from All Electric, Inc to install a Vapor Mitigation System at 1001 Centerpoint Drive (Mid State Technical College); seconded by Commissioner Barrett.

Roll Call:

Yeas: Schlice, Gardner, Kneebone, Cooper, Kemmeter, Ladick, Barrett

Nays:

Motion carried 7-0.

10. Environmental Protection Agency (EPA) Community-wide Brownfield Assessment Grant activities.
-

Executive Director Kernosky provided the following updates:

1. EPA opened new round grants for 2022-2025, City intended to apply for Downtown and Division Street area.

No action was taken.

11. Director's Update
-

Executive Director Kernosky provided the following updates:

1. Fox Theatre

- a. Combined Redevelopment Authority, and City Parcel into one. Redevelopment Authority quit claimed north portion of the property to the City.
 - b. Developer received approval from the Plan Commission for a beer garden on the exterior.
 - c. Would go before the Historic Preservation/Design Review Commission for review and approval of façade improvements.
2. Wanta Live/Work Development
 - a. Development stalled due to COVID-19, but still working with developer to move project forward. Spring 2021 projected start date.
3. North Side Yard
 - a. Footing and foundation work projected to begin yet in 2020.
4. Overall City development and construction continued to remain strong. Pushing 90 million in valuation.
5. Church on Brawley St/Strong's Ave
 - a. County took property on tax forfeiture. Was working with County on transferring property to the Redevelopment Authority, but now looking into options for purchase and acquisition.
 - b. Commissioner suggestion to continue discussion on acquisition by the Redevelopment Authority.
6. Loan Programs
 - a. Still working through challenges regarding billing back property owners, and the management/administrative side of the programs.

12. Adjournment

Meeting adjourned at 3:33 PM.

Approved:

John Schlice, Chairperson

Date

Attest:

Ryan Kernosky, Executive Director

Date

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

SEP 18 2020

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)

August 31, 2020

Long Island

Bank Statement Balance:	160,228.10	Book Balance Previous Month:	156,690.51
Outstanding Deposits:	.00	Total Receipts:	3,542.62
Outstanding Checks:	.00	Total Disbursements:	5.03
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	160,228.10	Book Balance:	160,228.10

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 3 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 2 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Period 08/20 (08/31/2020)

Sep 10, 2020 12:01PM

Report Criteria:

Include transaction count

Journal Code: Journal code = "CRHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CRHTF						
08/14/2020	1	HINTZ	246.49.00100.56	PRINCIPAL PAYMENTS		-60.42
08/14/2020	2	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	60.42	
08/19/2020	3	MCDONALD TITLE-917 BUKOLT -CAP S	246.49.00100.56	PRINCIPAL PAYMENTS		-3,475.53
08/19/2020	4	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	3,475.53	
08/31/2020	5	INTEREST FOR AUGUST 2020	246.48.00110.56	INTEREST ON CHECKING ACCTS		-6.67
08/31/2020	6	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	6.67	
Total CRHTF:					3,542.62	-3,542.62
Grand Totals:					3,542.62	-3,542.62

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CDHTF						
08/17/2020	1	ACCOUNT ANALYSIS STLMNT CHG	246.56.00600.5950	GEN ADMIN CHARGES	5.03	
08/17/2020	2	Auto Batch Total	246.11101	OTHER CASH ACCOUNTS		-5.03
Total CDHTF:					5.03	-5.03
Grand Totals:					5.03	-5.03

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)

September 30, 2020

Bank Statement Balance:	178,517.72	Book Balance Previous Month:	160,228.10
Outstanding Deposits:	.00	Total Receipts:	20,843.42
Outstanding Checks:	64.51	Total Disbursements:	2,618.31
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	178,453.21	Book Balance:	178,453.21

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 3 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1065	15.19	1066	49.32				
						Total:	64.51

Checks cleared: 3 items Checks Outstanding: 2 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Include transaction count

Journal Code. Journal code = "CRHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTING HTF (CRHTF)						
09/04/2020	1	HINTZ	246.49.00100.56	PRINCIPAL PAYMENTS		-60.42
09/04/2020	2	HOBBS-3117 JEFFERSON	246.49.00100.56	PRINCIPAL PAYMENTS		-16,941.00
09/04/2020	3	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	17,001.42	
09/22/2020	4	CENTRAL WI CHILDRENS MUSEUM	246.48.00120.56	INTEREST ON NOTES		-125.99
09/22/2020	5	CENTRAL WI CHILDRENS MUSEUM	246.48.00120.56	INTEREST ON NOTES		-1,791.44
09/22/2020	6	CENTRAL WI CHILDRENS MUSEUM	246.48.00120.56	INTEREST ON NOTES		-125.99
09/22/2020	7	CENTRAL WI CHILDRENS MUSEUM	246.48.00120.56	INTEREST ON NOTES		-1,791.44
09/22/2020	8	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	3,834.86	
09/30/2020	9	INTEREST FOR SEPT 2020	246.48.00110.56	INTEREST ON CHECKING ACCTS		-7.14
09/30/2020	10	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	7.14	
Total CASH RECEIPTING HTF (CRHTF):					20,843.42	-20,843.42

References: 10 Transactions: 10

Grand Totals:

20,843.42 -20,843.42

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISB - HTF (CDHTF)						
08/17/2020	1	ACCOUNT ANALYSIS STLMNT CHG	246.56.00600.5950	GEN ADMIN CHARGES	5.03	
08/17/2020	2	Auto Batch Total	246.11101	OTHER CASH ACCOUNTS		-5.03
Total CASH DISB - HTF (CDHTF):					5.03	-5.03
References: 2 Transactions: 2						
Grand Totals:					5.03	-5.03

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"

REVIEWED AND APPROVED

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)

October 31, 2020

DEC 27 2020

Cory Lohr

Bank Statement Balance:	180,133.99	Book Balance Previous Month:	178,453.21
Outstanding Deposits:	.00	Total Receipts:	1,982.41
Outstanding Checks:	205.00	Total Disbursements:	506.63
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	179,928.99	Book Balance:	179,928.99

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 3 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1068	205.00						
						Total:	205.00

Checks cleared: 7 items Checks Outstanding: 1 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Include transaction count

Journal Code: Journal code = "CRHTF"

REVIEWED AND APPROVED

DEC 27 2020

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTING HTF (CRHTF)						
10/07/2020	1	CENTRAL WI CHILDRENS MUSEUM	246.48.00120.56	INTEREST ON NOTES		-1,791.44
10/07/2020	2	CENTRAL WI CHILDRENS MUSEUM-LO	246.48.00120.56	INTEREST ON NOTES		-125.99
10/07/2020	3	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	1,917.43	
10/12/2020	4	HINTZ	246.49.00100.56	PRINCIPAL PAYMENTS		-60.42
10/12/2020	5	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	60.42	
10/12/2020	6	INTEREST FOR OCT 2020	246.48.00110.56	INTEREST ON CHECKING ACCTS		-4.56
10/12/2020	7	CASH RECEIPT BANK REC.	246.11101	OTHER CASH ACCOUNTS	4.56	
Total CASH RECEIPTING HTF (CRHTF):					1,982.41	-1,982.41
References: 7 Transactions: 7						
Grand Totals:					1,982.41	-1,982.41

Report Criteria:

Include transaction count

Journal Code: Journal code = "CDHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISB - HTF (CDHTF)						
10/15/2020	1	ACCOUNT ANALYSIS STLMNT CHG	246.56.00600.5950	GEN ADMIN CHARGES	7.09	
10/15/2020	2	Auto Batch Total	246.11101	OTHER CASH ACCOUNTS		-7.09
Total CASH DISB - HTF (CDHTF):					7.09	-7.09

References: 2 Transactions: 2

Grand Totals:

7.09 -7.09

Report Criteria:

Include transaction count

Journal Code: Journal code = "CDHTF"

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

DEC 27 2020

HOUSING TRUST FUND INTEREST ACCOUNT (HTF CHECKING) (6)

November 30, 2020



Bank Statement Balance:	179,790.17	Book Balance Previous Month:	179,928.99
Outstanding Deposits:	.00	Total Receipts:	64.85
Outstanding Checks:	.00	Total Disbursements:	203.67
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	179,790.17	Book Balance:	179,790.17

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 4 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Report Criteria:

Include transaction count

Journal Code: Journal code = "CRHTF"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH RECEIPTING HTF (CRHTF)						
11/06/2020	1 HINTZ		246.49.00100.56	PRINCIPAL PAYMENTS		-60.42
11/06/2020	2 CASH RECEIPT BANK REC.		246.11101	OTHER CASH ACCOUNTS	60.42	
11/30/2020	3 INTEREST FOR NOV 2020		246.48.00110.56	INTEREST ON CHECKING ACCTS		-4.43
11/30/2020	4 CASH RECEIPT BANK REC.		246.11101	OTHER CASH ACCOUNTS	4.43	
Total CASH RECEIPTING HTF (CRHTF):					64.85	-64.85

References: 4 Transactions: 4

Grand Totals:

64.85 -64.85

REVIEWED AND APPROVED

CITY OF STEVENS POINT

Journals - CDHTF Journal for Redev Auth HTF

Page: 1

Period 11/20 (11/30/2020)

Dec 21, 2020 12:05PM

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"

DEC 27 2020

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISB - HTF (CDHTF)						
11/30/2020	1	ACCOUNT ANALYSIS STLMNT CHG	246.56.00600.5950	GEN ADMIN CHARGES	7.24	
11/30/2020	2	Auto Batch Total	246.11101	OTHER CASH ACCOUNTS		-7.24
Total CASH DISB - HTF (CDHTF):					7.24	-7.24

References: 2 Transactions: 2

Grand Totals:

7.24 -7.24

Report Criteria:

Include transaction count

Journal Code.Journal code = "CDHTF"



MEMORANDUM

To: Redevelopment Authority

From: Ryan Kernosky, Director of Community Development 

Date: February 19, 2021

RE: **Acceptance of mortgage pay-off in the amount of \$407,500 at 1100 Main Street Stevens Point, WI**

Background: In 2010 the City's Community Development Authority provided a \$400,000 loan guarantee to the Children's Museum for the property at 1100 Main Street. In 2016, the Redevelopment Authority decided to become the holder of the mortgage, since it was already carrying the credit risk. In 2019, the Redevelopment Authority provided an additional \$60,000 loan for the roof replacement, of which was later combined into the original mortgage for the property.

Due to the COVID-19 pandemic, the Children's Museum recognized a need to adjust their operations and reduce costs. As of March 1, 2021, the remaining amount of the combined loan is \$422,987.30. Through previous relationships, the Children's Museum has an accepted offer with Point Housing, LLC to purchase the property. As part of the purchase, the Redevelopment Authority would have to accept a mortgage pay-off in the amount of \$407,500. The \$15,487 "loss" from what's owed to what's paid-off relates to a partial cost of the significant maintenance issues involving the elevator at the facility. Also note that of this amount, \$9,176 is deferred interest and \$6,311 is principal.

The Children's Museum will still operate out of their current facility, but by taking away the liabilities associated with owning a building, places the Museum in a stronger financial footing into the post-pandemic future we hope to get to someday.

In conversations with the Children's Museum and the representative from Point Housing, LLC, all parties are in agreeance to the proposed purchase. The last step to take would be for the RA to accept the lesser pay-off amount.

Staff Recommendation: Staff recommends approval to pay-off the mortgage at 1100 Main Street in the amount of \$407,500.

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

Multi-family Rental Conversion Grant Program

Program Overview

This program is designed to provide property owners of multi-family rental properties with a financial mechanism to convert properties into single-family owner occupied dwellings. A pre-application meeting to discuss logistics, qualifications, and specifics about the project is required with City staff prior to a formal application being submitted.

Eligible Program Participants

Eligible applicants must be an owner of multi-family property, or a formerly licensed rental property or have a valid offer to purchase for either one of these types of properties.

Eligible Properties

- Property must be occupied or vacant for less than 12 months, if a legal pre-existing use.
- Property must have been a single-family home at some point previously, or originally constructed as such.
- Property owner must provide proof of property ownership, or have a valid offer to purchase. If property is owned as an LLC, names of all members of the LLC shall be provided.
- The property shall be in non-conformity of current zoning requirements specific to minimum lot size requirements or occupancy limitations.
- Property owner must be current on municipal taxes and other charges, and utility payments.
- The property shall become an owner occupied single-family dwelling upon conversion, regardless of how many units are currently being present.

Eligible Improvements

- Any items directly related to convert the property back into a single-family dwelling, such as design services, materials, and contracted labor, owners or LLC members labor is not reimbursable.

Terms

Below are the general terms that will apply for each grant:

- Up to \$35,000 (for a formerly licensed boarding house) grant depending on the number of rental units within the dwelling that are eliminated through the conversion process.
- All funds will be disbursed upon project completion (final inspection and occupancy approval) and the recording of an occupancy deed restriction.
- A deed restriction will be placed on the property requiring the dwelling to remain single-family use and owner-occupied for 20 years after completion and award of grant, after which time that provision will sunset. If this restriction is violated without the City's approval, all funds will become immediately due.
- All costs for closing the grant and document recording fees shall be paid by the grant recipient/applicant.

Additional Requirements

- A pre-application meeting to discuss logistics, qualifications, amount of potential grant and specifics about the project is required with City staff prior to a formal application being submitted. The scope of work, material list, and cost estimates must be reviewed and approved by the City of Stevens Point - Community Development staff.
- Applicants must be current on municipal taxes and other charges, and utility payments.
- Funds cannot be applied to improvements that have already been started or completed. Pre-approval is required.
- A City inspection of property may be required for the during the term of the program to ensure compliance after with the deed restriction.

- All change orders must be approved by the City.
- All work requiring a contractor must be performed by licensed and insured contractors, with the applicant having acquired a minimum of two cost estimates from two different contractors.
- If applicable, permits must be obtained prior to starting any work.
- Owners (LLC members) or owners' direct relatives cannot be compensated for their labor or time on the project.

Project Selection

- Applications will be accepted on a first-come, first-served basis.
- A Community Development staff report will be prepared with anticipated impact to the immediate area surrounding the proposed conversion project.
- Projects will be ranked by:
 - The impact of the project on the neighborhood.
 - The value of the conversion within the immediate neighborhood.
 - Increase in taxable value of the property.
 - Removal of non-conformities.
 - Ratio of rental to non-rental occupancy within city block or geographical area.
 - Property owner's willingness to complete work in a manner consistent with City of Stevens Point Design Guidelines.
 - Evidence of owner's ability to finance and complete the project.
 - Ability of the owner to complete the project within 180 days of grant approval.
- Final project selection approval will be determined by the Redevelopment Authority of the City of Stevens Point.

Application Procedure

- Applications will be accepted annually on starting on January 1st on a first-come, first-served basis to the Community Development Department.
- Two cost estimates from licensed contractors or approved suppliers
- Proof of current homeowners insurance, if applicable
- Any outstanding mortgages and/or liens on the property
- Proof of no outstanding municipal taxes or charges, or utility payments
- If property is owned as an LLC, members LLC shall be provided

The Redevelopment Authority may grant exceptions to any of the requirements for this program.



MEMORANDUM

To: Redevelopment Authority

From: Ryan Kernosky, Director of Community Development 

Date: February 19, 2021

RE: **Discussion on the Acquisition & Development Plan for the property at 1700 Strong's Avenue.**

Background: 1700 Strong's Avenue is currently owned by Portage County as a result of a foreclosure action and subsequent tax forfeiture action. The City has, since 2019, expressed interest in working with a developer to redevelop the property. At the time, the Redevelopment Authority wanted to issue a Request for Proposal for the property but due to the pending foreclosure and tax forfeiture actions, the City did not pursue any additional acquisition.

Wisconsin tax forfeiture laws allow the City to acquire the property prior to being offered to the public if the City has levied a special assessment against the property that has not been paid. The City has a \$6,437.26 special assessment on the property as a result of the sea wall construction. The total back taxes on the property total \$24,045.95 (note: this total does not include the special assessment).

A few groups and individuals have expressed interest in either rehabbing the building for residential or commercial uses, or demolishing the building and redeveloping the lot for residential uses. Because of the interest, staff has a renewed interest in acquisition of the property. Because the City has the special assessment, the City will need to acquire the property, then quit claim it to the Redevelopment Authority.

Below is a tentative timeline:

Date	Action
Plan Commission Reviews the Acquisition	March 2021
City Council Approves Acquisition	March 2021
City Acquires the Property	March 2021
Property is QCD to RA	March 2021
RA issues RFP for Redevelopment	April 2021

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.

No formal action is required, if the RA is not interested in being part of this redevelopment, the City could still pursue the redevelopment (in similar fashion to the Fox Theatre). If the RA is generally agreeable, staff will ensure the timeline is implemented for the March 2021 Plan Commission.