

**Redevelopment Authority of the City of
Kaukauna**

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, August 8, 2024 at 9:00 AM

Minutes

In Person

Chair Moore called the meeting to order at 9:02am

1. Roll Call.

Members Present: Paul Hennes, Karl Kilgas, Quin Lenz, John Moore, Julie Schroeder

Member(s) Absent: Heather Hayes, Nicci Sprangers,

Other(s) Present: Director Kittel

Kilgas Made a motion to excuse the absent member. Seconded by Lenz. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from July 18, 2024

Hennes made a motion to approve the minutes from July 18, 2024. Seconded by Kilgas. The motion passed unanimously.

3. Old Business.

None

4. New Business.

a. Discussion- RACK Programs Review/Update

Director Kittel went over the status of the existing RACK Programs. In general, Renew Kaukauna is about halfway through its existing funds. To be able to ensure that more properties are able to take advantage of this program some concepts were discussed on how to retool the program. Some options are to apply for grant money with the Wisconsin Economic

Development Corporation, request additional money from the city, change the program to be only a partially forgivable loan and investigate using TID monies. The discussion also included some updates to both Renew Kaukauna and the Revolving Loan fund to provided greater clarity on what the group is looking for. The Revolving Loan Fund currently does not have a cap which is something the group would like to re look upon. Lastly Director Kittel recommends creating a design guideline for the downtown to better assist the property owners in what the Redevelopment Authority would like to see as well as helping those who would like to update their facade but do not know where to start. Director Kittel will start to bring items back to RACK for additional discussion and action on funding, program language and a design guide.

5. Closed Session.

a. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 184 W Wisconsin Ave

Kilgas made a motion to enter closed session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 184 W Wisconsin Ave. Seconded by Hennes. The motion passed unanimously at 9:54am

b. Return to Open Session for possible action

Hennes made a motion to return to Open Session. Seconded by Lenz. The motion passed unanimously at 10:04.

No action taken

c. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 139 E Seconded St

Hennes made a motion to enter closed session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 139 E Seconded St. Seconded by Lenz. The motion passed unanimously at 10:05am

d. Return to Open Session for possible action

Kilgas made a motion to return to Open Session. Seconded by Hennes. The motion passed unanimously at 10:20am

Lenz made a motion to award a Renew Kaukauna Façade Forgivable loan of \$7,402.59 for repair of brick and exterior of 139 E Seconded St to be paid to the contractor at time of completion. Seconded by Kilgas. The motion passed unanimously

e. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Revolving Loan Fund Application for 139 E Seconded St

Kilgas made a motion to enter closed session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Revolving Loan Fund Application for 139 E Seconded St. Seconded by Lenz. The motion passed unanimously at 10:22am.

f. Return to Open Session for possible action

Hennes made a motion to return to Open Session. Seconded by Kilgas. The motion passed unanimously at 10:31am.

Hennes made a motion to direct staff to create the loan documents for 139 E Seconded St Revolving Loan and to combine the existing RACK loan with this loan and bring back for final approval. Seconded by Schroeder. The motion passed unanimously.

g. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 103 & 107 E Seconded St

Kilgas made a motion to enter closed session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Renew Kaukauna Application for 103 & 107 E Seconded St. Seconded by Lenz. The motion passed unanimously at 10:33am

h. Return to Open Session for possible action

Hennes made a motion to return to Open Session. Seconded by Kilgas. The motion passed unanimously at 10:49am.

Schroeder made a motion to award a Renew Kaukauna Interior Forgivable loan of \$6,652 for electrical work at 103 & 107 E Seconded St to be paid to the contractor at time of completion. Seconded by Hennes. The motion passed unanimously

i. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Revolving Loan Fund Application for 103 & 107 E Seconded St

j. Return to Open Session for possible action

Kilgas made a motion to return to Open Session. Seconded by Hennes. The motion passed unanimously at 11:03am.

Kilgas made a motion to direct staff to create the loan documents for 103 & 107 E Seconded St Revolving Loan for and bring back for final approval. Seconded by Hennes. The motion passed unanimously.

6. Other Business.

None

7. Adjourn.

Kilgas made a motion to adjourn. Seconded by Schroeder. Motion carried unanimously, adjourned at 11:08am.