

**CITY OF SHEBOYGAN**  
**REDEVELOPMENT AUTHORITY MINUTES**

**Wednesday, September 20, 2023**

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**OPENING OF MEETING**

**MEMBERS PRESENT:** Jim Conway, Steven Harrison, Roberta Filicky-Peneski, Cleo Messner, and Darrell Hofland

**MEMBERS EXCUSED:** James Owen and Deidre Martinez

**STAFF/OFFICIALS:** Planning & Development Director Diane McGinnis-Casey, Public Works Director David Biebel, Finance Director Kaitlyn Krueger, Mayor Ryan Sorenson, and Assistant City Attorney Liz Majerus

1. Roll Call: Roberta Filicky-Peneski, James Owen, Jim Conway, Cleo Messner, Steven Harrison, Deidre Martinez and Darrell Hofland
2. Call to Order

Chair Roberta Filicky-Peneski called the meeting to order.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Identify potential conflict of interest

No conflict of interest.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Discussion and possible action on the acquisition of parcels 59281501560, 59281501540, and 59281501630 located on North Commerce Street.

Planning & Development Director Diane McGinnis-Casey informed the Redevelopment Authority that a Letter of Intent was received. The committee inquired about what monies the Redevelopment Authority was going to use to purchase the property. Diane McGinnis-Casey stated that the TIF District is being amended to include this area which will allow the City to borrow the funds to the Redevelopment Authority for the purchase of the property and the TIF will pay the City back.

**CLOSED SESSION:**

Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e) Wis. Stats. for the purpose of negotiating the purchasing of public properties or conducting other specified public business, to-wit, where competitive and bargaining reasons require a closed session.

Motion by Jim Conway, second by Steven Harrison to convene into closed session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland

Nay: None

Motion carried.

**OPEN SESSION:**

Motion to reconvene into open session.

Motion by Steven Harrison, second by Jim Conway to convene into open session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

Motion by Jim Conway, second by Steven Harrison to purchase the aforementioned parcels on North Commerce Street for a price of \$1 Million with the provisions as outlined in closed session. Motion carried.

6. Discussion and possible action on the acquisition and demo of 639 North Commerce Street (59281501550).

The committee was informed that an appraisal came back at \$200,000.00. They inquired if there is currently a tenant in the structure and if the owner was going to be in charge of demolition of the building. Public Works Director David Biebel stated the owner did mention that they have a month-to-month lease, so she would need enough time to let her tenant know that she was going to terminate their lease and the City would be responsible for the demolition of the building.

**CLOSED SESSION:**

Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e) Wis. Stats. for the purpose of negotiating the purchasing of public properties or conducting other specified public business, to-wit, where competitive and bargaining reasons require a closed session.

Motion by Steven Harrison, second by Darrell Hofland to convene into closed session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

**OPEN SESSION:**

Motion to reconvene into open session.

Motion by Darrell Hofland, second by Jim Conway to convene into open session.

Aye: Filicky-Peneski, Harrison, Conway, Messner and Hofland  
Nay: None

Motion carried.

Motion by Jim Conway, second by Darrell Hofland to have the City Attorney negotiate the purchase of the property at 639 North Commerce Street with the intention to demolish the existing building. Motion carried.

7. Discussion and possible action on Economic Development Loan Program manual updates.

Planning & Development Director Diane McGinnis-Casey explained that after reviewing the Economic Development Loan Program manual it needs to be updated to reflect current practices. The manual should be transparent and layout the types of project, terms, maximum loan amounts, etc. She also mentioned that the program is currently funded using Federal Funds which means that Federal Guidelines need to be followed and the funds needed to be monitored.

The committee suggested that we look at other communities to see how they have their programs laid out.

Motion made by Jim Conway, second by Cleo Messner to direct the Planning & Development Director Diane McGinnis-Casey to start working on an Economic Development Loan Manual update. Motion carried.

## **NEXT MEETING**

8. TBD

## **ADJOURN**

9. Motion to Adjourn

Motion by Jim Conway, second by Steven Harrison to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 8:53 a.m.