

CITY OF TWO RIVERS  
COMMUNITY DEVELOPMENT AUTHORITY AND  
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE PROCEEDINGS  
March 1, 2022  
5:15 PM, 3rd Floor City Hall

**Call to Order**

The meeting was called to order by BIDC Chair Gregory Coenen at 5:15 PM.

**Roll Call**

BIDC and CDA Members present: Keith Lyons, Gregory Coenen, Donald Karmen, Betty Bittner, Daniel Wettstein, Tracey Koach, and Dick Klinkner.

Absent: Darla LeClair and Tracy Yaggie

Also present was Greg Buckley, City Manager and Elizabeth Runge, Community Development Director.

**Review and Approve Updated Lease to New Tenant West Pines LLC DBA Flavor HUT at 1459B Wentker Court, Two Rivers**

The Flavor Hut owner, Terri Esser sold his business to West Pines LLC (Kevin Krizek). This new owner has requested to remain in the same city-owned facility. The lease was updated, and the new owner and city have entered into a two-year lease with an option to renew for another two years. A motion was made by Betty Bittner and seconded by Dick Klinkner to approve the lease. Motion carried.

**Consideration and action to grant the City Manager the authority to sign lease agreements for city-owned buildings.**

This issue was brought to the committee because of this new lease request. The business transition occurred in a time sensitive manner and providing the City Manager the ability to act on behalf of the CDA to sign these agreements would have been a beneficial option in these situations. A motion was made by Dick Klinkner and seconded by Don Karmen to grant this authority if the terms and conditions of said leases were approved by the CDA. Motion carried

**Authorization for City Manager to sign deeds, closing statements and other documents related lot sales at the Sandy Bay Highlands subdivision and Woodland Industrial Park on behalf of the Community Development Authority.**

A motion was made by Betty Bittner and seconded by Dick Klinkner to authorize the City Manager to sign deeds, closing statements, and other documents related to lot sales in Sandy Bay Highlands and the Woodland Industrial Park within the parameters set by the CDA for land and lot sales and upon approval of the CDA. Motion carried

**Adjournment**

At 6:15 PM, a motion was made by Keith Lyons, seconded by Don Karmen to adjourn. Motion carried to adjourn the meeting.