

**CITY OF TWO RIVERS  
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE  
AND  
COMMUNITY DEVELOPMENT AUTHORITY  
Tuesday, September 24, 2024, 5:15 PM  
3<sup>rd</sup> Floor City Council Chamber – City Hall**

**Call to Order**

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

**Roll Call**

BIDC members present were Greg Coenen, Shannon Derby, Tracey Koach, Keith Lyons, Scott Steckmesser and Dan Wettstein. BIDC members absent and excused: Betty Bittner, Dave Kalista, and Tom Christensen. It was noted that there was a quorum of the 9-member BIDC present.

CDA members present were, Greg Coenen, Shannon Derby, Tracey Koach, Keith Lyons and Scott Stechmesser.. CDA members absent and excused: Betty Bittner and Dave Kalista. It was noted that there was a quorum of the 7-member CDA in attendance.

Others present: Greg Buckley.

**CDA Items: Matters Related to Phase 3 & 4, Sandy Bay Highlands Subdivision**

- A. Information/Discussion Only: Manitowoc County Homebuilders Parade of Homes, Sept. 12-14  
--The City Manager reported that signage for Phase 3 was installed in time for the Parade of Homes, which included a custom home by Jim Reif Builders at the corner of Lake Breeze Way and Orchard Lane. There was also a display with copies of the preliminary Phase 3 & 4 plat, in the garage of the tour home in question. Both Mr. Reif and realtor Amy Townsend, who had an open house at a spec house in the subdivision, reported a strong interest from several parties in Phase 3 lots.
- B. Information/Discussion Only: Status of Finalizing Subdivision Plat; Conveyance  
--Mr. Buckley also reported on the status of the final plat for Phase 3, which has now been filed with the State of Wisconsin; the State has 30 days to review and approve. Once approved by the State, the City Manager will be requesting City Council approval for conveyance of the Phase 3 lots to the CDA, and the CDA will be in a position to set prices and list the lots with a realtor.
- C. Action Item: Status of Realtor Listing Agreement  
Mr. Buckley noted that the CDA at its August regular meeting had directed that a realtor Request for Proposals be prepared for Phase 3. He added that such an RFP has not been finalized, and he would not propose seeking proposals until the CDA officially owns the property. He requested that the CDA, in the interest of addressing any interest in Phase 3 lots as expeditiously as possible, consider authorizing a listing contract with the current listing realtor for the subdivision, Amy Townsend of Berkshire Hathaway, once the CDA owns the lots and through at least 2024 year-end. He noted that he had discussed this proposal with CDA member Betty Bittner, who seconded the motion at the August meeting, and she supports such a contract.

Following discussion, Keith Lyons moved, supported by Tracey Koach, to authorize a listing contract for Phase 3 lots with Amy Townsend/Berkshire Hathaway, from the time the CDA takes ownership of the lots through December 31, 2024. The motion was approved by voice vote, without dissent.

**CDA Items: Matters Related to Land Uses at Columbus Industrial Park**

- A. Information/Discussion Only: Alternative Uses for Corner Parcel at 18<sup>th</sup> and Hawthorne  
--Mr. Buckley reported that his office within the past three months had received inquiries from two different parties who were interested in possible commercial uses for this approximately 2-acre parcel. He further reported that he had discussed this interest with the City Council, which had concerns about the possible negative neighborhood impacts from such uses; there was, however, some interest in residential uses for this lot, which abuts other residential properties.
- B. Information/Discussion Only: Proposed City Use of Lot for Screened Material Storage and Processing—Discussed at a Prior Meeting  
--The City Manager reported that City Engineer Matt Heckenlaible will probably be at the October or November CDA meeting with a formal proposal for this proposed use—neighboring property owners would be informed of the meeting, so they have the opportunity to attend and present any questions or concerns.

**BIDC and CDA Informational Items:**

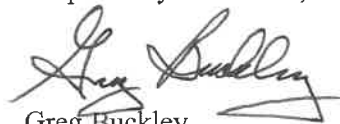
The City Manager provided updates on each of the following:

- Status of Pop-Start Restaurant Group Project at 1033 22nd Street
- Status of US Bank Washington Street Property
- Starbucks Planned Opening
- Woodland Industrial Park Lot Sale to Rush Logistics
- Other

**Adjournment**

Motion was made by Tracey Koach, supported by Dan Wettstein, to adjourn the meeting at 5:47 PM. Motion carried by voice vote, without dissent.

Respectfully Submitted,

  
Greg Buckley  
City Manager