

**CITY OF TWO RIVERS
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE
AND
COMMUNITY DEVELOPMENT AUTHORITY
REGULAR MEETING
Tuesday, May 27, 2025, 5:00 PM
Committee Room, City Hall**

1. Call to Order

BIDC and CDA Chair Greg Coenen called the meeting to order at 5:00 PM.

2. Roll Call

BIDC members present were Betty Bittner, Greg Coenen, Tracey Koach, Keith Lyons, Darla LeClair and Doug Brandt. Absent and excused: Tom Christensen and Dave Kalista (note: one vacancy on the BIDC at this time). Mr. Buckley noted that a quorum of six of the nine BIDC members was present.

CDA members present were Greg Coenen, Tracey Koach, Darla LeClair, Keith Lyons and Doug Brandt. Absent and excused: Dave Kalista and Dan Wettstein. Mr. Buckley noted that a quorum of five of the seven CDA members was present.

Also present was Gregory Buckley, City Manager..

3. Approval of Minutes

For the BIDC, Bittner moved, supported by Koach, to approve the minutes of the April 22, 2025 regular meeting, with a correction to note that the meeting location was the Council Chambers at City Hall. The motion was approved by voice vote, without dissent.

For the CDA, LeClair moved, supported by Koach, to approve the minutes of the April 22, 2025 regular meeting, as presented, with correction to note that the meeting location was the Council Chambers at City Hall. The motion was approved by voice vote, without dissent.

4. Review Status of Listing Agreement for Sanday Bay Subdivision Lots with Weichert Realtors/Cornerstone

Mr. Buckley noted that he has received the proposed listing agreement from Weichert, and that it generally reflects terms as approved by the CDA. He stated that he did wish to review the proposed commission split in cases where there is a buyer's realtor: Weichert has proposed to pay the buyer's agent be paid 2 percent out of the total 10 percent commission allowed. Mr. Buckley stated that, while he initially thought that co-broker percentage was a bit low, JoAnne Kouba of Weichert stated that any buyer's broker could propose a higher percentage, and could even make such higher percentage part of an offer, with their client's concurrence.

Following discussion, Koach moved, supported by LeClair, to concur with the 2 percent buyer's broker commission proposed by Weichert. The motion was approved by voice vote, without dissent.

5. Update on Local Development Projects—City Manager

Mr. Buckley provided brief updates on several local projects, including Violet Inn, Pop-Start Pizza, Dark Side Fitness and the Sauve's Automotive expansion project. A committee member asked that Buckley look into whether All Energy Management, whose facility at the Woodland Industrial Park was completed in 2023, had gone past their deadline for site paving requirements; the City Manager agreed to research this matter. (Note: A subsequent check of records showed that AEM has until August 2027 to complete site paving work.)

6. Closed Executive Session

Ms. Koach moved, supported by Mr. Lyons, for the BIDC to enter into closed session at 5:18 PM per Wisc. Stats.19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Mr. Buckley noted that the purpose of the closed session of the BIDC was for discussion of a matter pertaining to the BIDC loan to TA Properties, LLC. He also noted that City Attorney Sean Griffin would be joining in the closed session by phone.

The motion was approved by the following roll call vote. Voting yes: Bittner, Coenen, Koach, Lyons, Derby and Stechmesser. Voting no: none.

Ms. Koach moved, supported by Mr. Lyons, for the CDA to enter into closed session at 5:18 PM per Wisc. Stats.19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Mr. Buckley noted that the purpose for the closed session of the CDA was to discuss a matter pertaining to an agreement with a lot owner in the Sandy Bay Highlands subdivision.

The motion was approved by the following roll call vote: Voting Yes: Coenen, Koach, LeClair, Lyons and Brandt. Voting no: none.

7. Reconvene in Open Session

Ms. Koach moved, supported by Ms. LeClair, to reconvene the BIDC in open session at 6:04 PM.

The motion was approved by voice vote, without dissent.

Ms. Koach moved, supported by Ms. LeClair, to reconvene the CDA in open session at 6:04 PM.

The motion was approved by voice vote, without dissent.

For the BIDC, Ms. Bittner moved, supported by Ms. Koach, to acknowledge and consent to TA Properties' proposal to enter into a land contract for the sale of a property on Franklin Street in the City of Manitowoc, on which the BIDC holds a second mortgage, noting that such consent does not impact the BIDC's mortgage interest in that property. The motion was approved by voice vote, without dissent.

For the CDA, Ms. Koach moved, supported by Mr. Lyons, to communicate to Mark Liska that the CDA would repurchase the lot that he owns in Phase 2 of the Sandy Bay Highlands subdivision for his original purchase price, provided that such sale is closed not later than July 1, 2025; otherwise, the terms of the current agreements between the City and Mr. Liska stand as previously approved.

The motion was approved by voice vote, without dissent.


8. Next Regular Meeting

It was noted that the next regular meeting of the BIDC and CDA is Tuesday, June 24, 2025 at 5:15 PM.

9. Adjournment

Koach moved, supported by Lyons, to adjourn the BIDC meeting at 6:06 PM. The motion was approved by voice vote, without dissent. Koach moved, supported by Lyons, to adjourn the CDA meeting at 6:06 PM. The motion was approved by voice vote, without dissent.

Respectfully submitted,


Greg Buckley
City Manager