

REDEVELOPMENT AUTHORITY OF THE CITY OF KAUKAUNA

A meeting of the Redevelopment Authority of the City of Kaukauna was called to order at 9:02 am on Friday, March 19th, by Chairman Feldt. This meeting was held remotely via teleconference.

Members Present: Feldt, Landreman, Lindeman, Moore, Vanderwyst, Verhagen.

Also Present: Principal Planner Brunette, Community Coordinator West, Trevor Frank

Absent and Excused: Windorff.

1. **Excused Members.** A motion to excuse the absent members was made by Moore, seconded by Vanderwyst. All members voted aye. Motion carried.
2. **Minutes.** A motion to approve the minutes of the January 13, 2021, meeting was made by Moore, seconded by Vanderwyst. All members voted aye. Motion carried.
3. **Memorandum on BLG Company, LLC loan agreement approved on April 9, 2020.** Mrs. Brunette explained the reason behind a revised disbursement of loan funds for BLG Company, LLC. The reason for this revision was an emergency cost needing to be covered. The plan is to have payment made in interest only format until total funds are dispersed upon completion of emergency projects. No action taken.
4. **Memorandum on redevelopment of property located at 111 Main Avenue.** Mrs. Brunette explained the proposed façade changes at 111 Main Avenue. Updates include outdoor balconies and sliding doors on the exterior. This inclusion to the façade is a desire to improve community appeal and increase the aesthetic expectations that the city is hoping to maintain downtown. The committee approved of the new façade updates. No action taken.
5. **Adjourn to Executive Session.** A motion to adjourn to Executive Session at 9:16 am was made by Moore, seconded by Vander Wyst. All members voted aye. Motion carried.

Return to Open Session. A motion to return to open session at 9:34 am was made by Moore, seconded by Landreman. All members voted aye. Motion carried.

6. **Certificate of Appropriateness Review for redevelopment of property located at 120 E. Wisconsin Avenue.** Mrs. Brunette shared the façade review for 120 E Wisconsin Avenue. The commission was being reviewed for issue of a certificate of Appropriateness. The Architect Trevor Frank provided feedback and context on the project design and implementation. A motion was made to approve a Certificate of Appropriateness for 120 E. Wisconsin Avenue by Vanderwyst, supported by Moore. All members voted aye. Motion carried
7. **Request for permission to modify payment guidelines for new and existing RACK loans.** Mrs. Brunette shared concerns with current process of issuing and accepting RACK loan payments. It was proposed to require automatic electronic payments on a specific payment date each month. It was also proposed to remain strict on guidelines for issuing a letter of notice on late payments after 10 days, and then interest beginning to accrue after 30 days. These dates are already written into the loan agreement. A follow up with the city's legal department was recommended in order to create a strategy for implementing a new payment method issuance plan. No action taken

There being no further business to be brought before the Authority, a motion to adjourn the meeting at 9:56 am was made by Moore, seconded by Verhagen. Upon roll call, all members voted aye. Motion carried.

Martin West
Planning and Community Development Coordinator