SEPTEMBER 27, 2017 REDEVELOPMENT AUTHORITY MEETING MINUTES
CITY OF EDGERTON

Chair Kapellen called the meeting to order at 6:33 p.m.

Present: Chris Lund, Candy Davis, Jason Price, Jim Kapellen, Ron Webb, and Terry Dickinson.

Absent: Kevin Slagg and alternate Jim Schultz.

Others Present: City Administrator Ramona Flanigan, Public Works Director Tom Hartzell, Utility Director Randy Oren and a few citizens.

Flanigan confirmed the meeting agendas were properly posted on Friday, September 22nd at the Post Office, Edgerton Library and City Hall.

MINUTES: A Davis/Dickinson motion to approve the February 15, 2017 Redevelopment Authority meeting minutes as amended passed, all voted in favor.

OLD BUSINESS:
Lawton St environmental assessment work: Flanigan stated the City received a 100% DNR Grant to do a Phase One environmental study of the property on the corner of Lawton St and S. Main St. The property is owned by Peter Burno.

A Phase One study consists of review records to determine past uses of the property. Flanigan stated over the last 150 years there have been multiple uses on the property and the study determined a Phase Two study is needed.

The Phase Two is also part of the DNR Grant. This study is scheduled for October. Once the results are available the City will know if there is contamination and if so, what kind it is. This information will assist in determining what the cost will be to develop there.

NEW BUSINESS:
Façade Grant and Small ED Fund Grant applications: Davis stated the application for 110 N Henry St indicates the work has been completed. She recalled past discussions about needing to have approval first before work is completed. Flanigan stated there has been discussion and also the RDA has granted funds for work completed.

Davis expressed her concerns of having work completed before approval and also only having one bid for the work being done. Kapellen stated that grant money is not paid until the applicant shows a paid invoice.

Davis also recalled discussion on how many grants a property is able to apply for. Flanigan stated the RDA did not put a cap on the number of grants and recalled that determination was based on the fact that the program requires the applicant to put in 60% of their own money so they have an investment in the project.

A Davis/Price motion to approve a Small ED Fund Grant for 110 N Henry St for a maximum amount of $2,446.92 with the stipulation that any future grant money must be approved before the work is done and that more than one bid is obtained passed on a 6/0 roll call vote.

A Davis/Kapellen motion to approve a Façade Grant in the amount of $5,000 for 126 W Fulton St passed on a 6/0 roll call vote.

Flanigan stated the Teen Center is looking to construct an apartment on the second floor of the building at 204 W. Fulton St. She reviewed the four applications for work to assist with this construction.

Flanigan stated the grant amounts are determined by the cost estimates. The RDA and Council have approved a 10% additional amount if the final costs come in higher than the estimates. If the final costs are more than the 10% it must come back to the RDA. Regardless if the final costs are higher or lower than the estimates, the City will only pay 40% of the final cost.

Davis/Lund moved to approve the following for 204 W Fulton St.:

1. A Small ED Fund Grant for framing/insulation drywall in the amount of $1,502;
2. A Small ED Fund Grant for electrical service panel and wiring in the amount of $2,800;
3. A Small ED Fund Grant for plumbing a restroom in the amount of $3,000; and
4. Façade Grant for windows and doors in the amount of $600.

The motion passed on a 6/0 roll call vote.

Flanigan stated the applicant at 4 W. Fulton St. is requesting taking the higher of the two bids they have received to replace the windows. Their reasoning is due to a higher quality window that is more energy efficient. The RDA can accept their request or only allow grant funds for 40% of the lower bid.

A Dickinson/Webb motion to approve a Façade Grant for 4 W Fulton St for the higher bid amount not to exceed $1,278.40 passed on a 6/0 roll call vote.

2018 Budget: Flanigan stated there are no new projects in the proposed 2018 budget. The Business Recruitment Incentive expense account includes money for the Fulton Square payments, Rinehart townhouse projects, and façade grants.

A Lund/Davis motion to approve the 2018 TIF 6 budget passed on a 6/0 roll call vote.

Being no other business before the RDA, a Lund/Price motion to adjourn passed, all voted in favor.

Ramona Flanigan/ch
City Administrator

Adopted September 27, 2017