



Community Development Authority

February 23, 2016
6:00 p.m.

AGENDA

1. Call to order
2. Minute Approval
 - January 21, 2016
3. Public Hearings:
4. Update from Mayor St. Marie-Carls
5. Discussion and Action Items:
 - Graef Engineering Monument Sign on Layton Avenue
 - Sherman and Associates Presentation – future development at 4300 South Lake Drive
 - First Right of Refusal for land located near 2300 East Layton Avenue and 3548 East Howard Avenue
 - a) TIF assistance for new monument sign at 2300 East Layton Avenue
 - DF Update
 - Former City Hall Demo Update – 4235 South Nicholson Avenue
 - New City Owned Property Listing update
 - Future Meeting Schedule
 - a) March 22, 2016
 - b) April 26, 2016
 - c) May 24, 2016
6. Adjourn

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300. The meeting room is wheelchair accessible from entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

**MINUTES OF THE COMMUNITY DEVELOPMENT AUTHORITY MEETING HELD
JANUARY 21, 2016**

Present: Alderwoman Bostedt, Alderman Wattawa, Bob Pleva, P.J. Early, Ralph Voltner

Also Present: City Administrator Rhode, Mayor St. Marie-Carls, Alderman Klug, Alderman McSweeney, Project Coordinator Todd Willis

Excused: Jim Fleming

Alderman Wattawa called the meeting to order at 6:00 pm.

Moved by Alderwoman Bostedt to nominate Alderman Wattawa to the Chair of the CDA. Motion died due to lack of a second.

Moved by Bob Pleva, seconded by Alderman Wattawa to nominate Ralph Voltner as the Chairperson of the CDA. Motion carried.

Moved by Ralph Voltner, seconded by PJ Early to nominate Alderman Wattawa as Vice-Chairperson of the CDA. Motion carried.

Moved by Bob Pleva, seconded by Alderman Wattawa to place on file the minutes of the Community Development Authority meeting held November 11, 2015. Motion carried.

Moved by Alderwoman Bostedt, seconded by Alderman Wattawa to place the Mayor's Notes on file. Motion carried.

Update on Wixon Offer to Purchase:

City Administrator Rhode updated the members on the progress with the sight and its affect on the purchase of the property.

Listing of additional or differenty property in TIF #5:

City Adminstrator Rhode discussed a cpossible change in stragety with the listing of property located in TIF #5. He discussed the different options available – either keeping the real estate agent the same, contract with a different agent or have the City market the additional sites.

Moved by Alderman Wattawa, seconded by PJ Early to list City owned properties #1, #6 and #7 in TIF #5 with Dickman Realty. Motion carried.

Change Order #1 for Demo Contract at 4235 South Nicholson Avenue:

Moved by Alderwoman Bostedt, seconded by Bob Pleva to approve the Change Order #1 for the Demo Contract. Motion carried with Ralph Voltner and Alderman Wattawa opposed.

1572 East Bolivar Avenue:

City Administrator Rhode discussed Mark Sloan's property and tax bill increase. Mr. Sloan has asked for reprieve for 6 months on his loan payments.

Moved by PJ Early, seconded by Bob Pleva to deny Mark Sloan's request for a reprieve in loan payments for 6 months. Motion carried.

Moved by Alderman Wattawa, seconded by Alderwoman Bostedt to adjourn to Closed Session pursuant to Wis. Stat. sec. 19.85(1)(e) for purposes of 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. Upon conclusion of the closed session, the Community Development Authority will reconvene in Open Session prior to taking any action regarding those matters that were discussed in Closed Session. Item for discussion: Bear Development Agreement and St. Francis Animal Hospital offer to purchase. Motion carried.



MEMO

To: CDA Members
From: City Administrator, Tim Rhode
Date: 2-18-2016
Re: CDA Agenda Items

- 1) Graef Engineering will be attending the CDA meeting to resume the Entry way sign planning process for the Layton Ave Monument Sign. The project was put on hold during the County's road improvement project last summer. Graef is ready to finalize the design and start the bidding and building phase of the project for a spring installation. They will be attending the meeting to discuss the monument sign, as well as discuss the option moving forward with the Brust/Layton sign, and the Brust/Whitnall sign. I have included some of the old proposals from last year's meeting, but they will be bringing new designs for considerations.
- 2) Sherman and Associates will be presenting a major development project at 4300 South Lake Drive. They have previously met with the Plan Commission and are in the process of retooling the design with the intent of coming back to the Plan Commission in March. They have requested a meeting with the CDA to discuss Development Incentives for the project. They will be flying in from Minneapolis for the meeting and have a 30 minute presentation with time for Q&A.
- 3) Tonight on the agenda are two similar items by coincidence. The two items are a request from adjacent property owners located in the TIF's for offers of first refusal for the sale of property owned by the City near potential development. First, the owners of 2300 E. Layton Ave would like to have an offer of first right of refusal for the land to the North of the site known as Price Ave. ROW (please see map). The City owns this piece of land and has over the years worked with property owners in the area that have had interest for either parking or more land. The City has not sold or offered to sell this site because of the amount of utilities which run through the site. This request of a right of first refusal is

starting at the CDA for discussion of future development in the area/and or TIF assistance for the process.

The Second request a right of first refusal for the residential lot the City owns near the intersection of Packard and Howard. As you can see on the map the City owns the small residential size lot at 3548 E. Howard Ave. The Gadzik family owns the corner lot and have been aggressive in marketing the site over the last two months. They have had preliminary discussion with an interested party for the corner and that party has inquired about our lot the City owns. In an effort to simplify and streamline any development on the corner we mutually agreed that a right of first refusal would be a great short term option. Again, I bring this to the CDA as they will be requesting TIF assistance for the project.

A right of first refusal is a contractual right granted by an owner of property. The owner gives the holder of the right an opportunity to enter into a business transaction with the owner according to specified terms, before the owner may enter into that transaction with third party. Rights of first refusal often are entered into in real estate transactions.

Example of a Right of First Refusal.

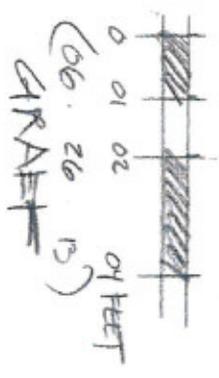
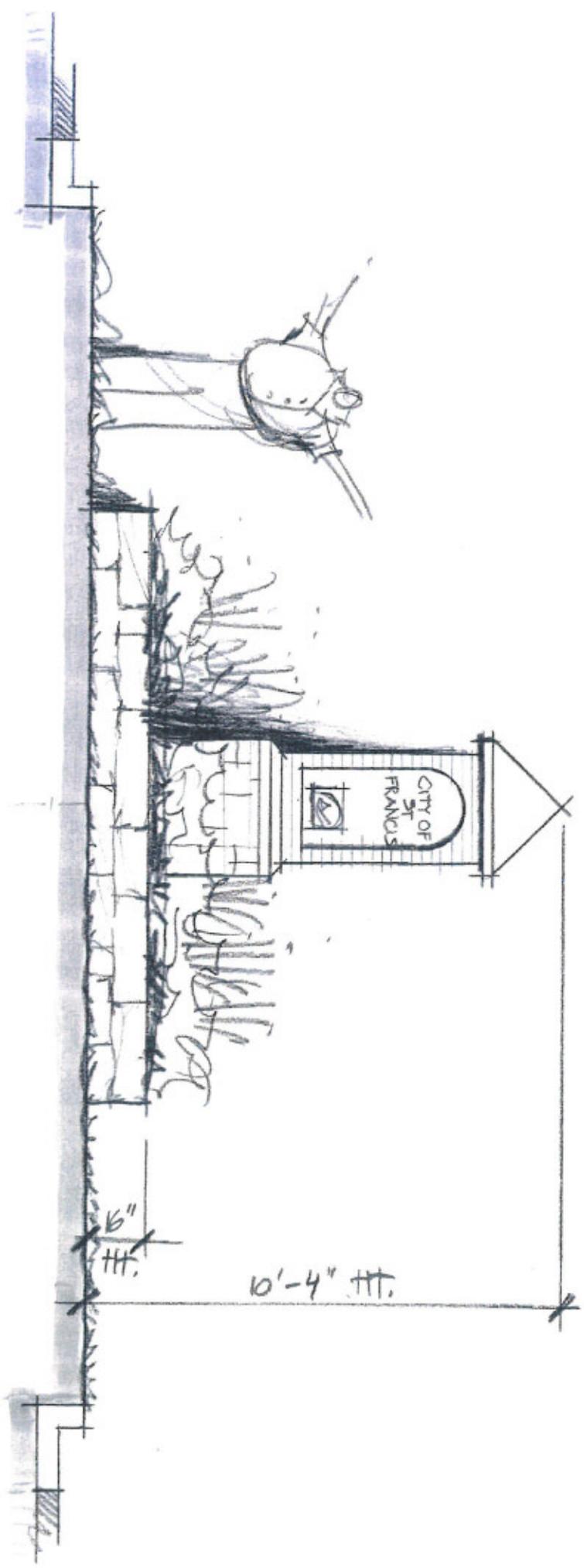
An example of a real estate right of first refusal is the following: Owner A owns a parcel of real estate that she wants to sell to Purchaser B for \$1,000,000 under certain terms and conditions. However, Holder C has a right of first refusal to purchase the real estate. Before Owner A can sell the real estate to Purchaser B, she must first offer it to Holder C under the same terms and conditions as those offered by Purchaser B. If Holder C exercises the right of first refusal and follows through with the purchase, Purchaser B will have no right to acquire the real estate.

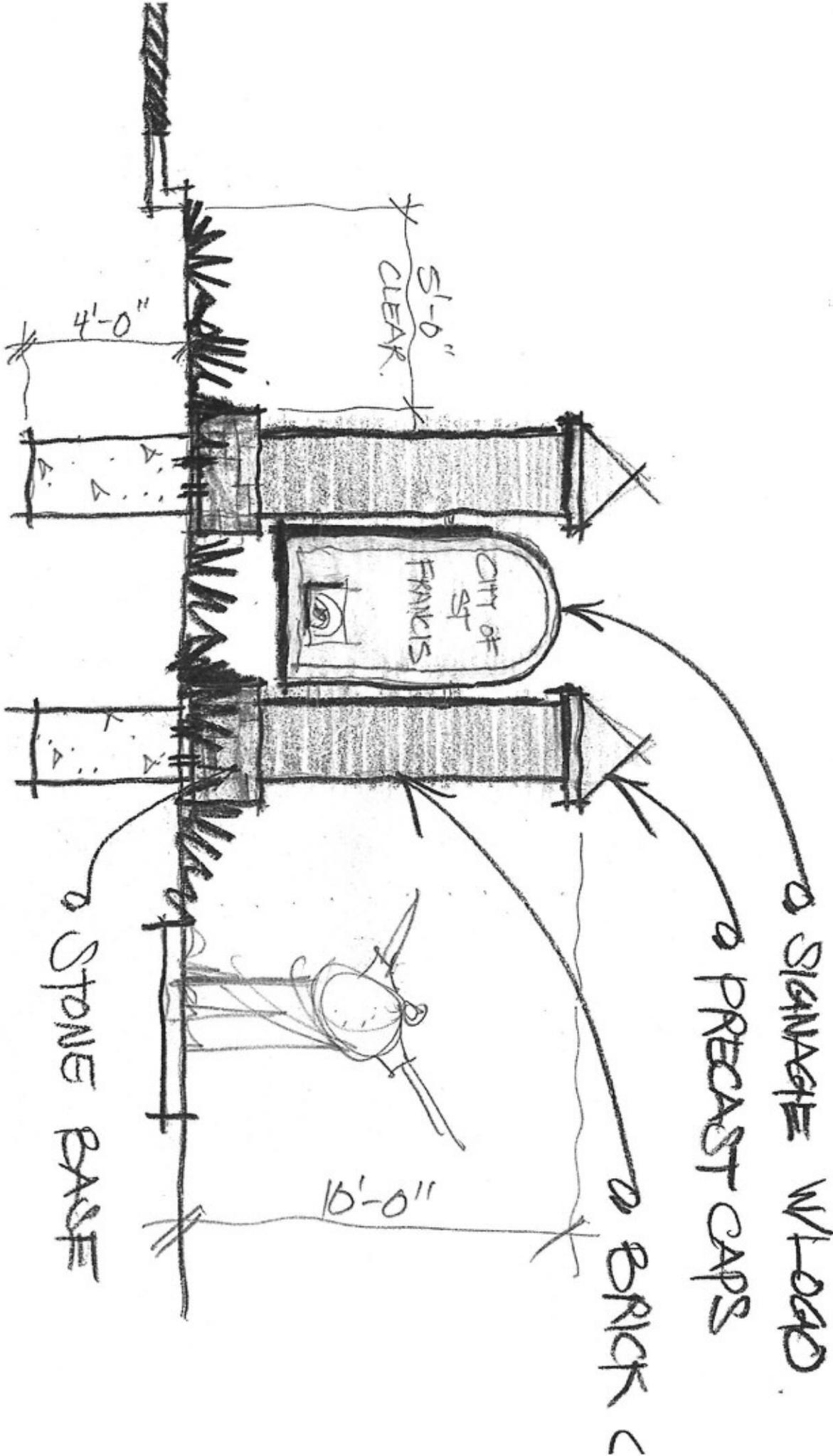
3A) Request of the Karen Properties LLC for TIF assistance for new Monument Sign on Layton and Penn (see letter attached)

- 4) The City is working with our grant funds to finish the closure of the DF site. We discussed with the Dickman Group listing the site during the summer of 2016 when we are closer to closer.
- 5) Demo at old City Hall is on schedule for completion by February 27th, 2016. The contractor will return in spring to plant grass seed on the site.
- 6) Staff met with Dickman Group the first week of February and discussed the three City parcels discussed to market for the City. The City staff is working with Dickman and R.A. Smith to put CSM's together for the sites to better market them. We anticipate the signage and listings to go live in March.
- 7) Future Meeting March 22nd, April 26th and May 24th @ 6PM.

MONUMENT AT LAYTON AVE.

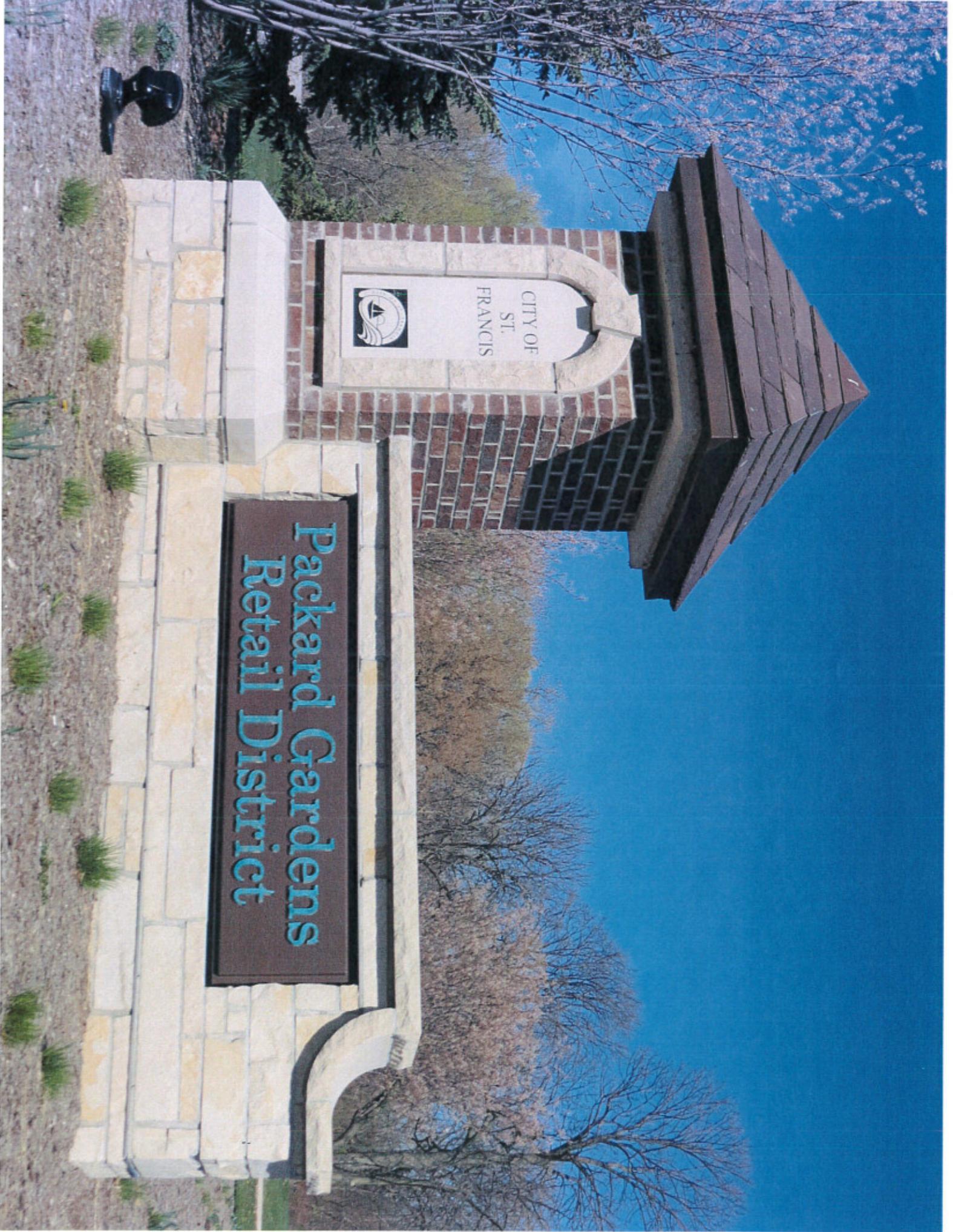
4 Feet wire





BREAKAWAY ALTERNATIVE

5.30.13



CITY OF
ST.
FRANCIS

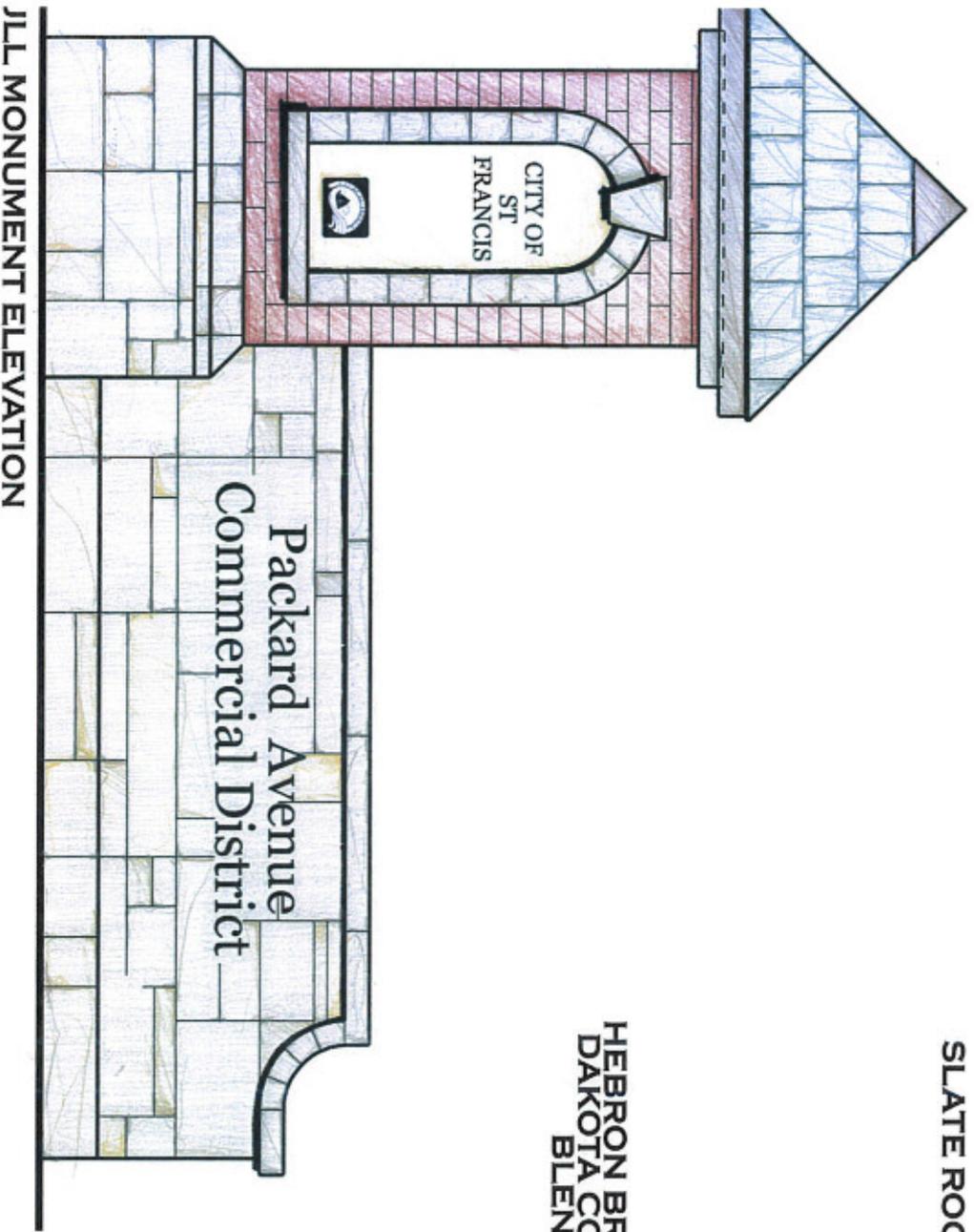
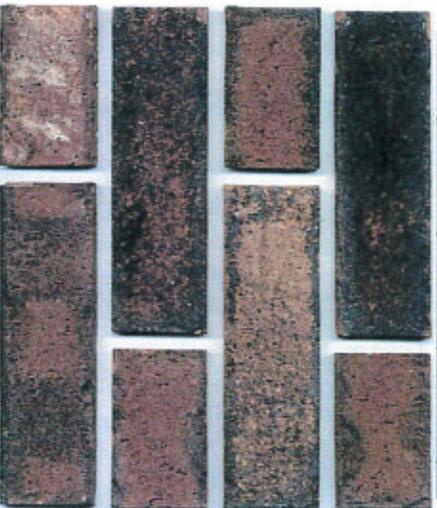


Packard Gardens
Retail District

SLATE ROOF TILE



HEBRON BRICK CO.
DAKOTA COMMON
BLEND



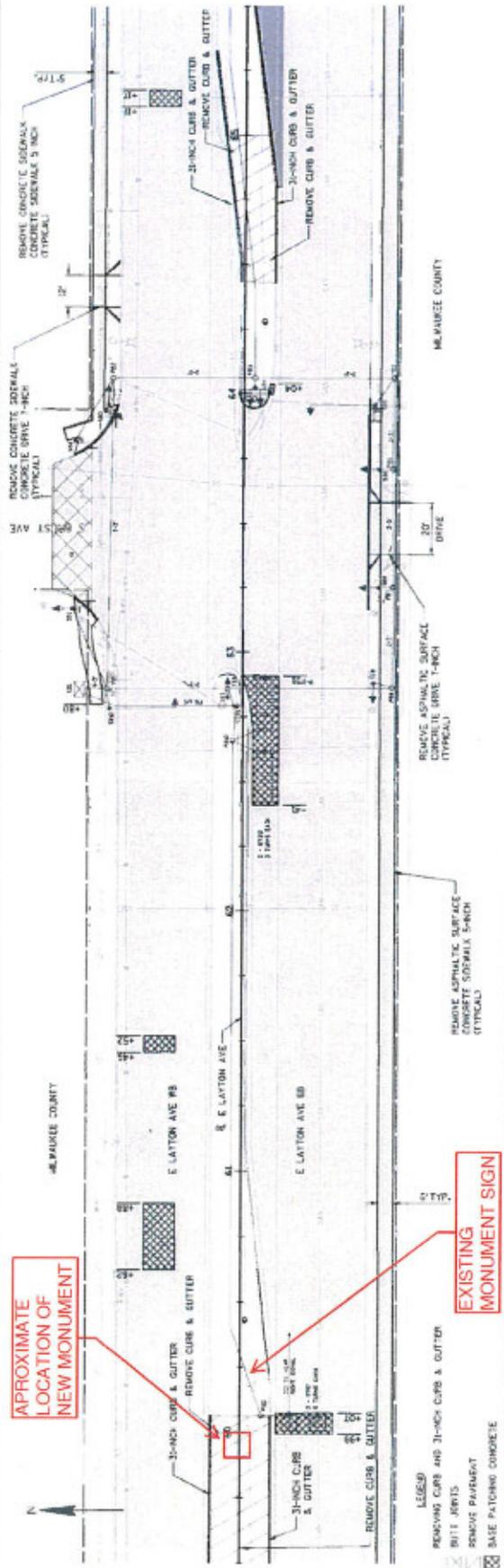
JILL MONUMENT ELEVATION

FRANCIS DIRECTIONAL SIGNAGE MONUMENT

DECEMBER 11, 2009

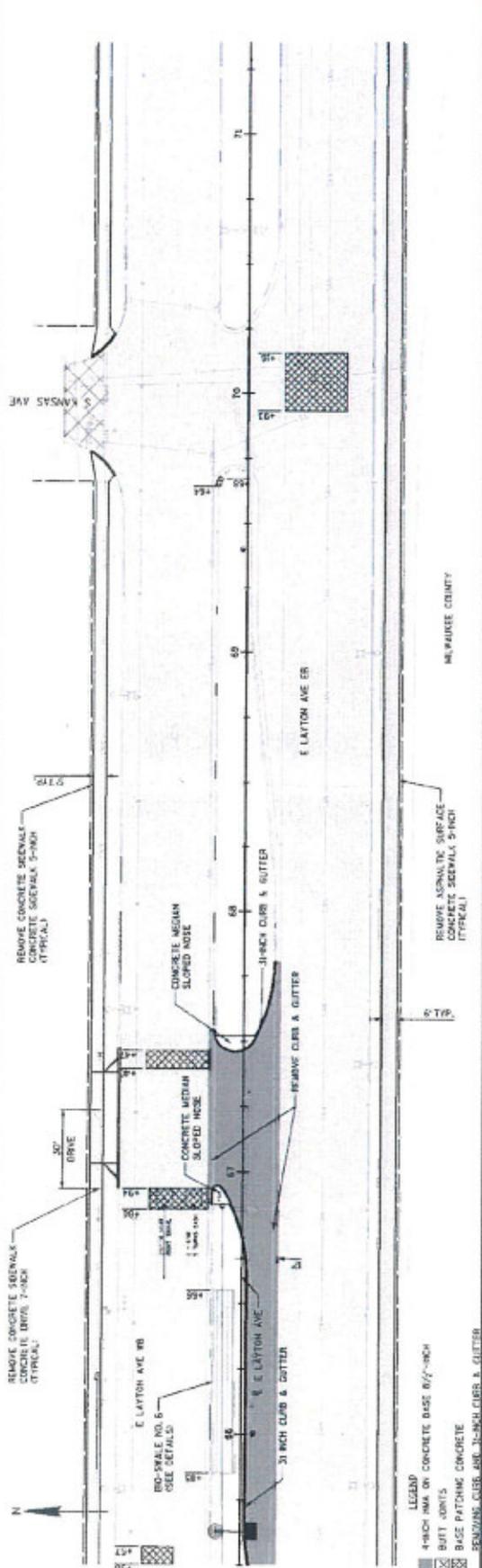
LIMESTONE VENEER - BUFF, GRAY & C





EXISTING MONUMENT SIGN

APPROXIMATE LOCATION OF NEW MONUMENT





December 30, 2015

Mayor CoryAnn St. Marie-Carls
3400 E. Howard Ave
City of St. Francis, WI 53235

Tim Rhode
City Administrator
3400 E. Howard Ave
City of St. Francis, WI 53235

**RE: 4300 South Lake Drive
St. Francis, WI**

Dear Mayor St. Marie-Carls & Mr. Rhode,

We are excited to advance our discussions on the site located at 4300 South Lake Drive in the coming weeks and plan to present a preliminary site plan in January. Pursuant to our agreement with the seller and as a follow up to our initial meeting, we are hereby requesting Tax Incrementing Financing from the City of St. Francis to help finance our project. I look forward to working with you on the specific amount of assistance as we progress toward closing.

Sincerely,

SHERMAN ASSOCIATES, INC.

A handwritten signature in black ink that reads "Paul Keenan". The signature is written in a cursive style and extends to the right with a long, thin horizontal line.

Paul Keenan
Senior Developer



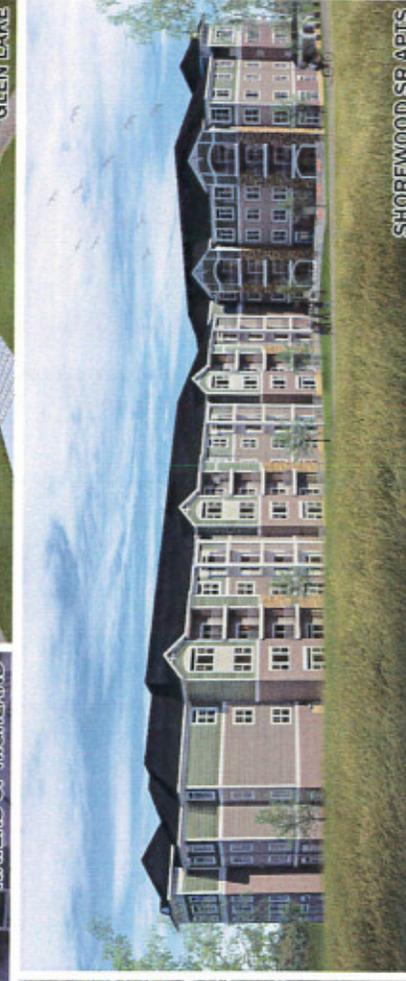
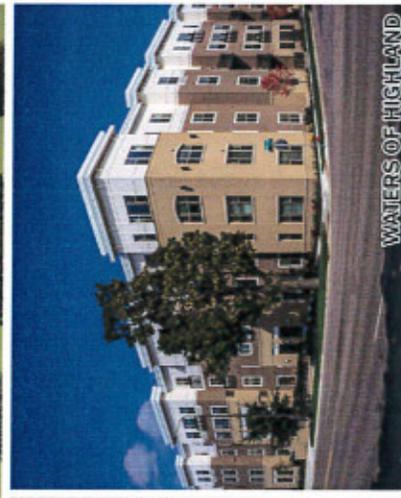
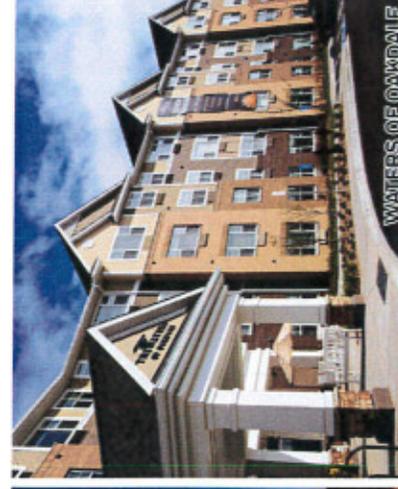


SITE PLAN
1" = 50'-0"

kaas SHERMAN - ST. FRANCIS SENIOR
wilson St. Francis, WI
architects









GABELLA



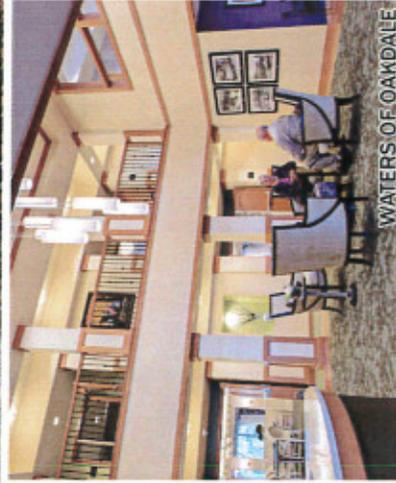
WATERS OF HIGHLAND



LILYDALE



WATERS OF HIGHLAND



WATERS OF OAKDALE



GLEN LAKE SR COOP



WATERS OF HIGHLAND



LILYDALE

KEREN PROPERTIES LLC
2300 E LAYTON AVE
ST FRANCIS WI

Dear Community Development Authority,

Over the past 3 years there has been quite the change at our building; we went from Blockbuster all the way to Wing Stop, PCS Wireless, and Pettis Martial Arts. We appreciate everything that the St. Francis has done for us so far and we hope to keep this positive relationship for many years to come. That being said, we have two requests to bring to your attention:

1. There is a small plot of Land to the north of our property at 2300 E. Layton. This corner has been owned by the city and we would like obtain a right to purchase it. We would like the option, in the future, to be able to extend our parking or even develop this whole corner into something bigger/more modern. The timeline on this right to purchase would be 1 year with a possible extension of 1 year.
2. As you may know, in the most recent Board of Appeals meeting, Keren Properties recently was granted the privilege of erecting a new monument sign outside of our property. We would love to put up a beautiful sign for our new tenants, but we also see this as an opportunity to provide St. Francis with a new sign right at the entrance of the busiest St. in the city (and right off of 794). We are hoping that the city will help us with purchasing this sign, through the TIF program. In the end, it will be mutually benefiting Keren Properties as well as St. Francis.

Again, thank you to the City of St. Francis for everything they have done for our company and for being so helpful. Keren Properties hopes to work together with the city on these 2 projects.

Thank you for your time and consideration. Best regards,

David and Benjy Keren
Keren Properties



Pennsylvania Ave

Whitnall Ave

E. PRICE AVE

*

4607
4611

2309
2327

2320
2310

2224
2234
2300

3849

Packard Ave

Parcel Owned by
Gadzik Family AKA
"Bro G Properties, LLC"

3865

Parcel Owned by
City of St.
Francis



3548

3544

3530

Howard Ave

3900

3905

3910

3915