

**Wednesday February 3, 2021**

6:30 pm

VIRTUAL MEETING

## MINUTES

1. Pledge of Allegiance
2. Roll Call Present: Rob Marchant, Nate Salas, Dave Zimmermann, Matt Zastrow, Chris Ruetten, Brad Kuenzi, and Bob Wetzel (arrived at 7:09 pm)
3. Determination of Quorum and Call to Order
4. Approval of Minutes of Previous Meeting – December 9, 2020  
There was a motion by Zimmermann, seconded by Ruetten to approve the minutes as presented. Motion carried 6-0.
5. Public Comment – There was no public comment.
6. Status reports
  - a. Loan review team – Zastrow  
Loans closed: Budget Print, Deerfield Properties 117 N. 2<sup>nd</sup> St.  
No new applications
  - b. Design Input Team – Zimmermann  
Design Team work is complete
  - c. Community Support/Communication - Fish / Mueller  
Communication updates – RDA members were invited to watch the new video featuring Nate Salas, updated Facebook posts, and updates to the web site
  - d. Common Council update – Ruetten reported that work on the plaza (east side of river at Main St.) was being discussed in cooperation with the WI DOT and in conjunction with the bridge replacement which was to occur in 2026 but may be moved up as early as 2024. Options are being discussed for replacement of the sea wall at that location. During the spring elections only one city council seat is contested. A youth advisory board is being developed with students in grades 7-12. The new Street Department Superintendent has started; Jason Timmers. COVID cases are trending better and vaccine clinics are underway.
  - e. Executive Director update – Fish reported the City attorney is drafting the development agreement with TWall, which will be presented to his side in the coming weeks. The town square design process is complete and next steps will be construction document development. Smithgroup will present more about that momentarily. The Downtown property owners' summit is scheduled for Feb 4, 2021 which will be a dual in-person/virtual event.
7. **Review/Approve** – November and December financial reports – There was a motion by Ruetten, seconded by Zimmermann to approve November and December's financial reports as presented. Motion carried 6-0.
8. Presentation: Smithgroup – Town Square Design and Construction budget, next steps – Adam Hammen and Tom Rogers from Smithgroup were on hand to present an update and next steps to the

## RDA STRATEGIC PRIORITIES

- 1) ~~100 W. Main St. block demolition, Town Square design etc., and publicizing town square project for possible funding from sources other than the City.~~
- 2) Facilitating quality development in downtown, and
- 3) Creating an approach and working to attract development projects downtown.

board. The project is still within the budget range of \$3.2 - \$3.8 million. This does not include removal of contaminated soil, permit fees, removal of overhead power lines and security cameras/speakers/wifi.

The condition of the sea wall was discussed, and how the reconstruction of the sea wall will impact the overall timeline.

Construction documents development	February – May
Permitting	April – Sept.
Bidding	August – Sept.
Construction	October – early Summer 2022

Where the bridge and retaining wall meet there is a void space that will be screened with a more temporary screening wall until the DOT is done reconstructing the bridge.

Marchant asked about the interaction of the town square with the TWall development site, location of trees planted, etc. Smithgroup has shared the detailed design drawings with TWall's group and will continue to work together so both sites are complementary to the other.

Regarding grants, Smithgroup will work with the City's engineering department particularly for the Knowles Nelson grant application so the City and RDA's applications do not compete with one another.

The Mayor asked about Water St. construction (timing). Also expressed surprise about the timing of the construction. Smithgroup explained that definition of the extent of the repairs to the river wall exposed the need to reconstruct, which will push the timing back. This is all included in the existing budget. It was suggested that City staff could possibly help with construction items, to save costs.

9. **Resolution:** Presentation and approval of budget for 2021. Fish presented the budget. There were a few questions so it was suggested to table it until the next meeting. There was a motion by Salas, seconded by Marchant to postpone the vote on the budget until March to assure assumptions are correct. Motion carried 7-0.

10. **Resolution:** Approve contract for obtaining a CSM for site at 111. S. Water St. (TWall development). There was a motion by Marchant, seconded by Ruetten to approve the resolution regarding securing an Alta Survey for the TWall site. Ruetten noted Vierbicher was misspelled on the resolution. Roll call vote: AYE: Salas, Kuenzi, Zastrow, Zimmermann, Ruetten, Wetzel, Marchant. Motion carried 7-0.

11. Future possible agenda items

12. Next meeting date and time - March 3<sup>rd</sup>, 6:30 pm.

13. Adjournment – Motion by Kuenzi, second by Wetzel to adjourn the meeting. Motion carried.

Respectfully submitted,

Kristen Fish-Peterson, Secretary