

FINANCE/PURCHASING & BUILDING COMMITTEE
July 30, 2019

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon and Wiederanders were present. Alderperson Williams was excused. Also present: Mayor Ward, Alderperson Nault, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, Grant Thomas Door County Corporate Counsel, Mariah Goode Door County Land Use Services Director and Receptionist Metzger. Planning/Zoning Administrator Sullivan óRobinson entered at 4:05pm.

A motion was made by Alderperson Wiederanders, seconded by Alderperson Bacon to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request from Sturgeon Bay Lions Club to waive park shelter reservation and alcohol permit fees.
5. Consideration of: Resolution regarding update to Fee Schedule for Quadricycle licensing fees.
6. Consideration of: Offer to Purchase Lot 8, Block 11 of Sunset Hills #2 Subdivision- Door County Housing Partnership, Inc.
7. Consideration of: Acquisition of 5 Lots on Cherry Court for Affordable Housing.
8. Consideration of: Proposal to Acquire West Side Field for Affordable Housing Project.
9. Review bills.
10. Adjourn.

Carried.

The following spoke during public comment on agenda items and other issues related to finance & purchasing: Theresa and Stewart Fett, 1324 N 11th Place; Ken Macdonald, 42 Green Bay Road; Carl Bridenhagen Jr., 1028 W. Maple Street; Jim Schuessler 500 N 9th Court.

Consideration of: Request from Sturgeon Bay Lions Club to waive park shelter reservation and alcohol permit fees.

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to waive the park shelter reservation and alcohol permit fees for the Sturgeon Bay Lions Club. Carried.

Consideration of: Resolution regarding update to Fee Schedule for Quadricycle licensing fees.

City Administrator VanLieshout stated that the Common Council recently passed a new ordinance allowing quadricycles on city streets. This resolution establishes the fees for licensing the quadricycle and the operators.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to forward a resolution to Common Council to approve the proposed Quadricycle licensing and Quadricycle Operator licensing fees as follows:

<u>Fee</u>	<u>Proposed Rate</u>
Quadricycle License Fee	\$50.00 per calendar year
Quadricycle Operator License Fee	\$15.00 per calendar year

Carried.

Consideration of: Offer to Purchase Lot 8, Block 11 of Sunset Hills #2 Subdivision-Door County Housing Partnership, Inc..

Community Development Director Olejniczak stated that after the first accepted offer to purchase backed out and the second offer was rejected, the recently formed housing trust, Door County Housing Partnership has submitted an offer to purchase Lot 8, Block 11 of Sunset Hills #2 for \$5,000. The home would be constructed by Rob Vogel by the end of 2020, and then made available as affordable housing to an eligible buyer.

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to accept the offer to purchase parcel # 281-46-94110800, Lot 8, Block 11 in Sunset Hills # 2 Subdivision from Door County Housing Partnership, Inc in the amount of \$5,000, subject to the following conditions:

\$5,000 down-payment assistance is not available for this lot.

The building layout must be similar to that of other homes in the Sunset Hills #2 Subdivision

There must be a two-car garage, either attached or detached.

The driveway must be paved.

The assessed value of the property must be a minimum of \$135,000 by January 1, 2021. Otherwise, during the life of Tax Increment District #3, a payment in lieu of taxes on any shortfall in the required assessed value shall be made during each tax year in which such shortfall exists.

Carried.

Consideration of: Acquisition of 5 Lots on Cherry Court for Affordable Housing.

Community Development Director Olejniczak explained that 5 lots located on Cherry Court were obtained via tax foreclosure by the County for potential use as affordable housing. Grant Thomas, Door County Corporate Counsel explained that the County is proposing to transfer the 5 lots to the City at no or nominal cost. The City, acting as a pass thru, would transfer the lots to the Door County Housing Partnership. The Housing Partnership would then develop the lots for affordable housing. Mariah Goode, Door County Land Use Services Director stated that Habitat for Humanity will develop single family homes on one or two of the lots. Additionally, Neighborworks is interested in possibly developing townhomes depending on suitability of rezoning. Mr. Thomas continued, stating that the lots would be conveyed to the City without restrictions other than the designation of affordable housing. This proposal would involve drafting an Intergovernmental agreement between the City and County which would specify these lots are for affordable housing and the City would transfer ownership to the Door County Housing Partnership.

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to approve the proposal to acquire the 5 vacant Cherry Court lots from Door County and transfer them to the Door County Housing Partnership. Carried.

Consideration of: Proposal to Acquire West Side Field for Affordable Housing Project.

Andy Dumke, Northpointe Development discussed the proposed affordable housing development for the West Side School property and 30 unit addition that would utilize the West Side ballfield. He stated that his company does 2 projects per year, is experienced with historic renovations and focuses on communities in need of affordable housing. Alderperson Wiederanders questioned the 30 unit addition and the affordability of the proposed units. Mr. Dumke explained that the units are affordable under a very competitive federal housing tax credit program. The approximate rent for a

1 bedroom would be \$635, 2 bedroom \$715 and 3 bedroom \$800. He stated the application process for the program is time intensive and not all projects are awarded the tax credits. For the 10 units in the historical school, there are historical tax credits and the building must retain its historical character. Community Development Director Olejniczak explained that the school has been vacant for a very long time. The current owner had plans for development but has opened the property to other developers. Most developers stated the school property is too small to generate cash flow by itself without city assistance or constructing an additional building on the ballfield. The Committee continued discussions focusing on the desire to renovate the school, the necessity of the 30 unit addition to keep the units affordable, unit placement, property challenges such as slope and grade, the effect of the tax credits if the 30 units were moved, and the loss of an actively used ballfield.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to recommend to Common Council to continue to work with Northpointe Development towards utilizing the West Side Field for an affordable housing project. Carried.

Review bills

The Committee approved the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to adjourn. Carried. The meeting 5:07pm.

Respectfully submitted,

Tricia Metzger