

## **MINUTES OF THE MEETING OF THE PERRY COUNTY REDEVELOPMENT COMMISSION**

The Perry County Redevelopment Commission ("Commission") met on April 19, 2023, at 4:00 p.m. (local time) in the Perry County Commissioners Room pursuant to notice duly given and in accordance with the law and rules of the Commission.

The meeting was called to order by Jon Scheer, President. On call of the roll, the members of the Commission were present or absent as follows: Present: Jon Scheer, Bill Dickerson, David Etienne, Sherri Flynn, Carol Hagedorn, and Tony Thomas. Absent: None. Also in attendance: Randy Cole, Perry County Commissioners; Kelli Harding, Perry County Council; Erin Emerson, Perry County Development Corporation; Kenny Simpson, Engineering Associates; and Kimberly Arndt, Lutgring Brothers.

The agenda was presented. The Webb Wheel Property Transfer item was removed along with the duplicated bid opening reference. With a majority of the members present, Jon Scheer entertained a motion to adopt and approve the agenda with the proposed adjustments. Upon motion duly made by Carol Hagedorn and seconded by David Etienne, the agenda was approved as presented.

The Commission considered the minutes of the meetings of March 22 and April 3, 2023. With no discussion and upon motion duly made by David Etienne; seconded by Sherri Flynn, the minutes were approved as presented.

An update to the TIF district account balances was shared:

1. Courthouse TIF Area – \$255,988.33
2. Waupaca – \$268,088.46
3. Webb Wheel – \$310,776.55
4. Riverview West – \$3,831.88
5. Tell City One – \$0
6. Tell City Two – \$0

Sitework at the Forest Canton Heights Subdivision site is progressing. It is anticipated all grades will be ready for stone and curb installation by the end of May or early June.

Swiss Road has been re-engineered to raise it between two and three feet to prevent impacts to the utility lines that run adjacent to the roadway. Wastewater lines and AT&T telephone lines run along the south side of the roadway while water, wastewater and gas lines run along the north side.

Electric trenching will be the next set of bids to be issued for the site preparation. Bid submission are tentatively planned to be due on May 23 with a bid opening tentatively scheduled for May 24<sup>th</sup>.

It was clarified the subdivision's site design allows for additional development to the site's north and east. A 20-foot utility easement has been incorporated into the site design, thereby allowing for other construction projects in the area.

The water and sewer bid opening was conducted. Six bid packets were picked up by area contractors with only two responding with sealed bid submissions. Bid submissions are as follows:

- Sam's Backhoe & Dozer Service - \$199,800
- Lutgring Brothers - \$268,600

With the need for a thorough review of the bids submitted, Tony Thomas motioned to have Kenny Simpson, the project engineer and project coordinator, to review the documents for compliance with the bid provisions and to then vote to award the project at a future meeting. Sherri Flynn seconded the motion which carried. A special session meeting will be held to award that bid once submissions have been reviewed and as long as at least one meets the bid submission guidelines.

Original estimates for the water and wastewater installation were \$317,000. It was also noted the original estimates for the up-front electric installation expense was \$45,000, though that cost did increase to \$90,000. Ultimately, the net is less than originally anticipated.

Remaining components of the site preparation that will need to be bid are the site changes needed for the re-engineered Swiss Road and paving throughout the site. It was noted the paving will likely be implemented in phases with binder being installed early and a topcoat to be installed after most of the homes are constructed.

A conversation will be held with the City of Tell City and State offices regarding the prohibiting of jake breaking on the highways near the subdivision. Jon Scheer will coordinate those conversations.

The lot distribution rules and regulations were discussed. It was decided that multiple rounds of lot purchases will be conducted in one session until either all lots are sold, or there are no additional interested buyers. During each round, only one lot can be purchased. Recognizing that many subcontractors who might secure multiple lots may want those lots adjacent to one another, members of the Redevelopment Commission agreed builders / developers will be allowed to trade lots with one another without penalty.

The lot distribution marketing plan was discussed. Noting multiple quotes need to be obtained for purchases, the Redevelopment Commission has opted to purchase banner signage to be installed on the southwest corner of the lot promoting the land sale and an additional banner to be placed along Swiss Road with a copy of the site map.

A data sheet about the auction is being compiled by Bill Dickerson. That sheet will explain the lottery process along with the rules and regulations for compliance with the subdivision's restrictive covenants and the additional building timeline requirements as set forth by the Redevelopment Commission. Specifically, the need for breaking ground on new homes within 12 months of the land purchase and the completion of said homes no more than six months later will be noted.

The marketing initiative will involve uploading relevant documents to the Perry County website; press releases in area newspapers and on the radio; social media publicity; direct outreach to area builders; and requests for publicity assistance from area Chambers of Commerce, the Perry County Development Corporation, and area manufacturers. All publicity materials should be ready to push out no later than July 1<sup>st</sup>, with the site banners to be installed as soon as the site grading will allow. Tony Thomas indicated he will compile the associated documentation and establish a QR code to use with the publicity initiatives.

Since the Redevelopment Commission will hold the title of each lot until the time each home build is complete, conversations with area lenders will need to occur to determine how best to facilitate the lending process for borrowers without the lot-owners owning the deed to the property.

Waupaca officials recently hosted a meeting where it was shared some of their greatest challenges are retaining and attracting employees. Additional items noted include:

1. Lack of residential living (homes or apartments)
2. Utility capacity
3. Concerns regarding a lack of action when local leaders have been asked for assistance with addressing challenges in the past.
4. Childcare
5. Schools
6. Parks or recreation facilities
7. Community support

Items 4 through 7 were called out at the meeting as being reasons former employees have cited for leaving employment with the plant. At the meeting it was noted Perry County needs to create a positive, progressive environment that supports local manufacturing.

Engineering Associates submitted an invoice in the amount of \$8,716 for the preparation of the water and sewer bid documents (including some edits needed due to re-engineering Swiss Road). The firm also submitted an invoice in the amount of \$4,562 for re-engineering Swiss Road. Bill Dickerson motioned for an appropriation from the Courthouse TIF for the payment of both invoices in full. The motion was seconded by Carol Hagedorn and carried.

Ice Miller submitted an invoice in the amount of \$10,000 for the preparation of documentation for the TIF amendment initiative the Redevelopment Commission commenced in December 2022. Carol Hagedorn motioned for an appropriation from the Webb Wheel TIF for the payment of the invoice in full. The motion was seconded by David Etienne and carried.

The resolution the Redevelopment Commission passed first in January and again in February to expand TIF districts 1 and 4 to include the area where the Forest Canton Heights Subdivision will be located has since been shared and approved by the Perry County Plan Commission and the Perry County Commissioners. The process requires the Redevelopment Commission reapprove the resolution since its approval by the other County bodies. Carol Hagedorn motioned to reapprove the resolution. The motion was seconded by David Etienne and carried.

With no further items to be discussed it was noted the next meeting will be a special session meeting to hear the results of the bid opening review and to take action. That meeting may take place as soon as next Wednesday. Jon Scheer asked for a motion to adjourn. Carol Hagedorn made the motion, which was seconded by David Etienne. The meeting was adjourned.