

**HOW TO USE THE  
REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA (RACK)  
MINUTES ARCHIVE**

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**REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA**  
**Minutes**  
**April 21, 2015**

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**MEMBERS PRESENT:** Katherine Marks, Alderperson Bob Johnson, Everett Butler, Eric Migrin and John Potente

**EXCUSED:** Doug Williams

**STAFF PRESENT:** Zohrab Khaligian

The meeting was called to order at 5:00 p.m. by Ms. Marks and roll was taken.

A motion was made by Mr. Potente and seconded by Mr. Migrin to approve the minutes of the December 16, 2014 meeting. The motion passed. (Ayes 5; Noes 0)

**1. Financial Report for March 31, 2015**

Zohrab Khaligian, Community Development Specialist, distributed a copy of the March 31, 2015 Financial Report that was completed, but not reviewed by the Finance Director. Mr. Khaligian said he has reviewed it and it appears to be in order. Ms. Marks asked if they reflected the 2015 allocation. Mr. Khaligian said it was not yet reflected.

A motion was made by Alderperson Johnson and seconded by Mr. Potente to Receive and File the Financial Report. The motion passed. (Ayes 5, Noes 0)

**2. Lease by and between the Redevelopment Authority of the City of Kenosha, Wisconsin and Armando De La Rosa regarding property at 5143 13th Avenue. (District 2) PUBLIC HEARING**

Mr. Khaligian explained that the Lease would allow Mr. De La Rosa to rent a portion of the property at 5143 13th Avenue to install a driveway and park his private vehicles. Mr. De La Rosa would like to eventually purchase the property. The property was purchased by the City for future redevelopment.

Mr. De La Rosa would also like to construct a garage on the property. Per Ordinance, a garage cannot be constructed on a vacant lot without a principal use. Mr. De La Rosa would have to purchase the property, attach it to his existing property before a garage could be constructed.

Mr. Potente was surprised to learn that Mr. De La Rosa is willing to pour a driveway on property he does not own. He could be lose that money if we redevelopment that property at some point.

Mr. Butler asked if we can require the driveway to be concrete, not asphalt. Mr. Khaligian said we could stipulate this in the Lease. Mr. Khaligian added that Mr. De La Rosa is checking into his insurance coverage on the property he does not own.

Alderperson Johnson asked what he would be parking on the driveway. Mr. Khaligian said his private vehicles and a sizable lunch truck.

Mr. Marks asked what happens if he would rent out his house in the future. Does this Lease apply to the renter? Mr. Khaligian said yes. Ms. Marks the length of the Lease is

very long and she is only comfortable leasing a portion of the property that he needs for the driveway, not any additional area.

Mr. Migrin said he is concerned that after the Lease is signed, can the City control what type of vehicles he is parking on the driveway. Mr. Khaligian will check with the City Attorney's office to add more specific language.

A motion was made by Mr. Potente and seconded by Alderperson Johnson to defer the Lease until the Authority can meet with Mr. De La Rosa to discuss more details. The motion passed. (Ayes 5, Noes 0)

#### **Public Comments**

No Public comments.

#### **Authority Comments**

No Authority comments.

#### **Staff Comments**

Mr. Khaligian said that property at 4603 37th Avenue has been razed and is graded. The property at 4828 37th Avenue is waiting for the asbestos inspection.

Also, there is a property owner that purchased 9 of the 4-plexes in the Wilson Neighborhood and is now looking to sell. Our realtor, Michelle Volkmar, is aware of the situation and is monitoring it.

A motion was made by Alderperson Johnson and seconded by Mr. Butler to adjourn the meeting. The motion passed. (Ayes 5; Noes 0) The meeting adjourned at 5:28 p.m.

*Meeting Minutes Prepared by: Kay Schueffner, Community Development & Inspections*

**REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA**  
**Minutes**  
**May 19, 2015**

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**MEMBERS PRESENT:** Katherine Marks, Alderperson Bob Johnson, John Potente and Doug Williams

**EXCUSED:** Everett Butler and Eric Migrin

**STAFF PRESENT:** Zohrab Khaligian

The meeting was called to order at 5:00 p.m. by Ms. Marks and roll was taken.

A motion was made by Alderperson Johnson and seconded by Mr. Potente to approve the minutes of the April 21, 2015 meeting. The motion passed. (Ayes 4; Noes 0)

**1. Financial Report for April 30, 2015**

The updated Financial Report was distributed to the Authority.

A motion was made by Alderperson Johnson and seconded by Mr. Potente to receive and file the Financial Report. The motion passed. (Ayes 4, Noes 0)

**2. Lease by and between the Redevelopment Authority of the City of Kenosha, Wisconsin and Armando De La Rosa regarding property at 5143 13th Avenue. (District 2) PUBLIC HEARING**

Public hearing opened.

Armando De La Rosa, 5147 13th Avenue, said that he would like to lease the property to the north to install a driveway to park his vehicles and he has 7-8 feet of land behind this house that he would like to fill in with dirt to level his property. Can this be done?

Public hearing closed.

Mr. Khaligian said the property behind the house is owned by Kenosha County and he would need to contact them.

Mr. Potente said you understand you must install a paved driveway at your expense. Mr. De La Rosa said yes, within 180 days, can I get an extension on that? Mr. Khaligian said we must have two things before you can lease this property: 1) a signed lease and 2) per Ordinance, the surface must be paved before any vehicles are parked on it.

Ms. Marks said you will have 180 days, or 6 months to get the area paved. That brings us to November. Ms. Marks is not in favor of extending the time deadline.

Mr. De La Rosa asked if the paved area could be 20' x 20' for now. Mr. Khaligian said that would be ok as long as the vehicle is on the concrete.

Mr. De La Rosa then confirmed that the only way the contract will be breached by the City is if the City sells the land or purchases our home. Mr. Khaligian said yes, we would give Fair Market Value for the house only. Ms. Marks added that the City will not reimburse you for the cost of the driveway you installed.

Mr. Potente asked how big how big is the food truck. Mr. De La Rosa said approximately 8' x 20'. The back of the truck would hang over the slab.

Mr. De La Rosa asked if he will have to pay the real estate taxes. Mr. Khaligian said no, we own the property and so we would pay the taxes.

Ms. Marks asked the cost of the driveway. Mr. De La Rosa said he has quotes for a 20' x 8' sidewalk runs between \$3,500 and \$7,800. Mr. Khaligian added the truck cannot be parked there until the area is paved.

Mr. Williams asked if he has proof of coverage from his insurance company. Mr. De La Rosa said he is waiting for the confirmation, but the company said it is no problem. Mr. Khaligian said the City cannot sign the lease until the get the Proof of Insurance.

Ms. Marks said she would like a shorter lease than 25 years, she suggested a 5 year lease with 5 year extensions. Mr. De La Rosa said that is acceptable.

A motion was made by Mr. Potente and seconded by Mr. Williams to approve the lease with a term of 5 years and renewals every 5 years. The motion passed. (Ayes 4, Noes 0)

Ms. Marks if the period to install the driveway should be extended to 1 year. Mr. Khaligian said if he is having problems after 180 days, he should come back before the Authority to give the reasons why it is not completed. Mr. De La Rosa cannot use or park on the property until it is paved. Mr. Khaligian said he would contact Mr. De La Rosa in 90 days to discuss the status of the paving and report back to the Authority.

### **Public Comments**

No Public comments.

### **Authority Comments**

No Authority comments.

### **Staff Comments**

Mr. Khaligian said we have the new asbestos company under contract and working to complete the raze at 4828 37th Avenue.

A motion was made by Mr. Williams and seconded by Alderperson Johnson to adjourn the meeting. The motion passed. (Ayes 4; Noes 0) The meeting adjourned at 5:25 p.m.

*Meeting Minutes Prepared by: Kay Schueffner, Community Development & Inspections*

**REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA**  
**Minutes - Special Meeting**  
**September 21, 2015**

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**MEMBERS PRESENT:** Katherine Marks, Alderperson Bob Johnson, Everett Butler, Eric Migrin, John Potente and Doug Williams

**STAFF PRESENT:** Zohrab Khaligian

The meeting was called to order at 4:45 p.m. by Ms. Marks and roll was taken.

A motion was made by Mr. Williams and seconded by Mr. Potente to approve the minutes of the May 19, 2015 meeting. The motion passed. (Ayes 6; Noes 0)

**1. Agreement by and between Kenosha Newco Capital, LLC f/k/a UBC Kenosha, LLC and the City of Kenosha, Wisconsin and the Redevelopment Authority of the City of Kenosha, Wisconsin (District #3)**

Zohrab Khaligian, Community Development Specialist, explained that the Termination Agreement is similar to the Termination Agreements that were previously executed for the other Uptown Brass Center parcels. The reason for the termination is that the Wisconsin Department of Natural Resource's (WDNR's) Case Closure Letter and Continuing Obligations replaces the Remediation Contract between the City, Authority and the Developer.

Alderperson Johnson asked what happens with the balance of the Brass site that is not part of the Uptown Brass Center or Brass Community School. Mr. Khaligian explained that any developer for the remaining parcels would have to enter into a Remediation Contract with the City and Authority to ensure that the parcels are developed using proper environmental controls. The end result would be capping the site and obtaining a Closure Letter from the WDNR.

A motion was made by Alderperson Johnson and seconded by Mr. Potente to approve the agreement. The motion passed unanimously (Ayes 6; Noes 0)

**Public Comments**

No Public comments.

**Authority Comments**

Ms. Marks asked the Authority members to forward names of any potential Authority members. There is currently one vacancy and Mr. Butler has asked to not be reappointed which would result in a second vacancy.

**Staff Comments**

Mr. Khaligian informed the Authority that there may be one more 4-unit acquisition in the Wilson Redevelopment Project Area before the end of the year.

A motion was made by Alderperson Johnson and seconded by Mr. Williams to adjourn the meeting. The motion passed. (Ayes 6; Noes 0) The meeting adjourned at 5:06 p.m.

*Meeting Minutes Prepared by: Zohrab Khaligian, Community Development & Inspections*

**REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA**  
**Minutes**  
**October 20, 2015**

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**MEMBERS PRESENT:** Katherine Marks, Eric Migrin, John Potente and Doug Williams

**EXCUSED:** Alderperson Bob Johnson and Everett Butler

**STAFF PRESENT:** Zohrab Khaligian

The meeting was called to order at 5:00 p.m. by Ms. Marks and roll was taken.

A motion was made by Mr. Migrin and seconded by Mr. Potente to approve the minutes of the September 21, 2015 meeting. The motion passed. (Ayes 4; Noes 0)

**1. Financial Report for September 30, 2015**

Zohrab Khaligian, Community Development Specialist, explained we will get a more detailed financial report from Finance in the future, they are currently short-staffed. Mr. Khaligian compiled the current report.

A motion was made by Mr. Potente and seconded by Mr. Williams to receive and file this report. The motion passed. (Ayes 4, Noes 0)

**2. Wilson Redevelopment Update. (District #10)**

Mr. Khaligian gave an overview of the project.

A motion was made by Mr. Williams and seconded by Mr. Migrin to receive and file the report. The motion passed. (Ayes 4, Noes 0)

**3. Offer to Purchase property at 4822 37th Avenue. (District #10)**

Mr. Khaligian said that after an inspection this afternoon, there are two (2) conditions that were not met by the seller. They are: a) The garbage/personal property outside of the building is not cleaned up; and b) The exterior doors are not secure.

Mr. Khaligian recommends the following revisions to the Offer:

- Revise the approval dates from October 20th to November 17th.
- Revise the visual inspection date from October 20th to November 17th.
- Revise the closing date to on or before December 4, 2015.

Mr. Williams asked if we could approve the Offer contingent that the Seller complies with the items noted. Mr. Khaligian suggested that we just make the seller do the conditions.

Mr. Potente asked if there is any worry the seller will back out. Mr. Khaligian said no.

Ms. Marks asked if the property was vacant. Mr. Khaligian said yes, however, one door is nailed shut from the inside.

A motion was made by Mr. Potente and seconded by Mr. Williams to amend the Offer with the following revisions:

- Revise the approval dates from October 20th to November 17th.
- Revise the visual inspection date from October 20th to November 17th.
- Revise the closing date to on or before December 4, 2015.

The motion passed. (Ayes 4, Noes 0)

#### **Public Comments**

No Public comments.

#### **Authority Comments**

Ms. Marks asked if there were any other potential properties for sale. Mr. Khaligian said there have been a few inquiries, but no one has come forward.

#### **Staff Comments**

No Staff comments.

A motion was made by Mr. Potente and seconded by Mr. Migrin to adjourn the meeting. The motion passed. (Ayes 4; Noes 0) The meeting adjourned at 5:16 p.m.

*Meeting Minutes Prepared by: Kay Schueffner, Community Development & Inspections*

**REDEVELOPMENT AUTHORITY OF THE CITY OF KENOSHA**  
**Minutes**  
**November 17, 2015**

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**MEMBERS PRESENT:** Katherine Marks, Alderperson Bob Johnson, Eric Migrin, John Potente and Doug Williams

**STAFF PRESENT:** Zohrab Khaligian

The meeting was called to order at 4:30 p.m. by Ms. Marks and roll was taken.

A motion was made by Mr. Williams and seconded by Alderperson Johnson to approve the minutes of the October 20, 2015 meeting. The motion passed. (Ayes 4, Noes 0)

1. **Offer to Purchase property at 4822 37th Avenue. (District 10) CLOSED SESSION:** *The Redevelopment Authority may go into Closed Session, pursuant to §19.85 (1)(e), Wisconsin Statutes, for the purpose of deliberating or negotiating the investing of public funds for the purchase of this property. The Authority may or may not reconvene into open session.*

Zohrab Khaligian, Community Development Specialist, said he did a visual inspection and the issues that were not previously taken care of by the seller are now done. Mr. Khaligian recommends approval.

*Mr. Migrin arrived.*

A motion was made by Alderperson Johnson and seconded by Mr. Williams to approve the Offer. The motion passed. (Ayes 5, Noes 0)

**Public Comments**

No Public comments.

**Authority Comments**

Ms. Marks noted that she has contacted two (2) people, giving them information on possibly serving on the Committee.

**Staff Comments**

Mr. Khaligian said that if we have no other business to discuss in December, we will defer the elections of chair and vice-chair until the January meeting.

A motion was made by Alderperson Johnson and seconded by Mr. Migrin to adjourn the meeting. The motion passed. (Ayes 5; Noes 0) The meeting adjourned at 4:35 pm.

*Meeting Minutes Prepared by: Kay Schueffner, Community Development & Inspections*