

**City of Manitowoc
Brownfields Advisory Committee**

**Tuesday, December 9, 2014 10:00 am
Planning/Engineering Conference Room
Main Floor - City Hall**

Meeting Summary

1. Introductions

The meeting of the City of Manitowoc Brownfields Advisory Committee (BAC) was called to order by N. Sparacio, Community Development Director, at 10:00 a.m.

2. Approval of Minutes – July 15, 2014 Meeting

Motion by D. Diedrich, second by K. Szyman to approve of the July 15, 2014 meeting minutes. The BAC discussed several questions on the progress of items covered in the meeting minutes. Motion approved unanimously.

3. Discussion on FY2011 USEPA Brownfield Community Wide Assessment Grant

a. Update and overview

P. Braun advised the BAC that the 2011 USEPA Community Wide Assessment Grant is nearing completion; there is only \$1,789.29 remaining from an original grant amount of \$400,000. The remaining monies will be spent on closeout reports, which is the responsibility of Symbiont.

b. Grant closeout status

The City and Symbiont are in the process of closing out the Community Wide Assessment Grant.

4. Discussion on FY2015 USEPA Brownfield Community Wide Assessment Grant

a. Draft grant application review

H. Byers of Stantec presented the approach to an EPA grant application for a new round of site assessment funds for the City. He provided a mapping analysis of the potential brownfield sites in three target Census tracts, described the grant scope of work and proposed budget, and explained how the BAC can provide a role.

In particular, there may be a role for students at Silver Lake College and others to participate in research and mapping, there is a need for letters of support for the grant application, and interested BAC members can review the draft grant application. Letters of support are needed prior to December 19. H. Byers will have a draft of the

grant application ready for BAC review on December 15 and 16. The application is due December 19.

5. Discussion on FY2013 USEPA Brownfields Revolving Loan Fund

a. Update and potential loans

N. Sparacio stated that there are two potential projects coming forward with combined loan requests of about \$700,000 – the Artist Lofts apartments (i.e., Mirro Plant 3) and the Lakeview Center mall demolition.

P. Braun stated that the Artist Lofts has received confirmation that they will be awarded low income and affordable housing tax credits as well as a commitment of loan funds from the City's Community Development Authority. It is expected to move forward with construction starting in September of 2015. It will include 40 residential units with artisan workspace and covered parking on the first floor. The nature of their cleanup needs has to do with contaminated soil and vapor intrusion, asbestos abatement, and lead-based paint removal.

N. Sparacio explained the scope of the Lakeview Centre mall project – complete demolition of the buildings and related asbestos abatement. The funding mix for the project includes a WEDC Idle Sites grant, property owner equity, and the brownfield RLF.

b. Community outreach plan

N. Sparacio explained that the work to increase community awareness of the RLF still lies ahead. H. Byers explained that part of Stantec's contract is to provide community outreach with each RLF that is approved. There may also be some opportunities to expand participation in the BAC by community based groups.

6. Discussion and Potential Action on Revolving Loan Fund Application – 828 Memorial Drive

N. Sparacio explained the future intent of the demolition as facilitating redevelopment of the Lakeview Town Center. It will be mixed-use, will be better integrated into the surrounding neighborhood, and will include much more green space than the existing site condition. The total estimated cost of the asbestos abatement and demolition is \$1.3 million, and the requested RLF will be \$450,000.

The BAC discussed that this is an appropriate use of the RLF and that the progress toward clearing the site is encouraging. March 1, 2015 is the goal for approval of the loan. J. Peterson stated that March is doable and explained the loan review process. A motion was made by T. Fox and seconded by M. Golay to direct staff to work with the owner of 828 Memorial Drive to prepare a loan application under FY2013 USEPA Brownfields Revolving Loan Fund. The motion was approved unanimously.

7. Adjournment

The meeting was adjourned at 11:25 a.m.

Attendance

Members Present

Dennis Tienor
Michaeleen Golay
Terence P. Fox
David Diedrich
Erik Hoyer
Karen Szyman
Peter Wills (for Connie Loden)
Rich Hoerth

Members Excused

None

Staff Present

Nic Sparacio
Paul Braun

Others Present

Jon Peterson (EPA)
Harris Beyers (Stantec)