

CITY OF TWO RIVERS  
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE  
AND COMMUNITY DEVELOPMENT AUTHORITY  
PROCEEDINGS

**Tuesday, May 26, 2020**

**5:15PM -- Virtual Meeting**

**For the duration of the COVID-19 Emergency, related executive orders by the Governor and City Proclamation of Emergency, City public meetings will be conducted via video conference or conference call, with members of the body participating from remote locations. The City used "zoom" software as the platform for such meetings.**

**Call to Order**

The BIDC and CDA meeting was called to order by President Greg Coenen at 5:20 PM.

**Roll Call**

BIDC and CDA members present: Greg Coenen, Richard Klinkner, Keith Lyons, Curt Andrews, Tracy Yaggie, Darla LeClaire, Dan Wettstein, and Betty Bittner

Absent: Don Karmen

Also present: City Manager Greg Buckley, Community Development Elizabeth Runge, and Peter Wills, Progress Lakeshore

**Approve Minutes of April 28, 2020 Meeting**

A motion was made by Curt Andrews and seconded by Dan Wettstein to approve the minutes.  
Motion carried.

**Announcement of Membership Appointments to BIDC and CDA**

New additions have been made to the committees. Betty Bittner is now on the BIDC and Darla Le Clair is a Council Representative on the CDA. Greg Coenen is now only on the BIDC.

**Election of Officers.** New officers are elected after appointments are made to both committees.

BIDC Committee Nominations:

President, Greg Coenen

Vice President, Keith Lyons

Secretary/Treasurer, Betty Bittner

A motion was made Curt Andrews seconded by Richard Klinkner for the nominations of the BIDC officers listed above. Motion carried.

CDA Committee Nominations:

Chair, Curt Andrews

Vice Chair, Darla LeClair

Secretary/Treasurer Betty Bittner

A motion was made Keith Lyons seconded by Tracy Yaggie for the nominations of the BIDC officers.  
Motion carried.

**Sandy Bay Highlands Update(s)**

Lot 16 still has an offer pending as the City pursues the wetland information the potential buyer is seeking.

**Loan Balance Report**

The Revolving Loan Fund Cash available cash balance of \$719,692.50. And in the investments account there is a balance of \$10, 195.11. The Loan receivable account balance is \$1,064,963.17

**Proposed Emergency Loan Program in Conjunction with City of Manitowoc**

The City is working with the Manitowoc Chamber to provide a COVID Relief Fund to provide funds of up to \$2,500 for those employing 1 to 4 Full Time Employees (FTEs) and up to \$5,000 with 5 to 10 FTEs in operation prior to March 1, 2020. Funding will be based on the total of 3-month (Jan-March) utilities/rent/mortgage payments.

**Economic Development Project Updates**

- a. Paragon Property: Negotiations are in progress with a potential buyer.
- b. Riverside Food Expansion: The construction is well under way.
- c. Culvers: On hold, Culvers Corporate office is currently closed due to COVID 19. As a result, new franchises cannot be started.

**Adjournment**

A motion was made by Darla LeClair and seconded by Betty Bittner to adjourn. Motion carried.