

**Town of La Pointe
Affordable Housing Advisory Committee
Thursday June 13, 2023
1:00 pm at Town Hall/Zoom
Minutes**

Members present: Katie Sanders (Chair), Marie Iannazzo, Jane Vogt, Jim Peters, Ken Myhre, Mark Pass, Cedar Schimke, Rachel Rosen
Members absent: Charlie Bertel, Robert Kramer, Lauren Schuppe, Gwen Smith Patterson
Members on leave of absence: Lisa Sill
Staff present: Michael Kuchta, Town Administrator

1. Call to Order/Roll Call

Meeting called to order by Katie Sanders at 1:00 pm.

2. Public Comment - None

3. Minutes of the following meetings to be considered for approval:

A. May 16, 2023

Motion by Ken to approve the minutes, seconded by Jane, all ayes.

Motion Carried.

Clerical note: Rachel was not present for vote.

4. Reports & Updates

A. Sewer connection for parcel update

Michael reported that Zach Montagne, Sanitary District Manager, e-mailed information regarding connecting to the existing sewer lines from the town parcel adjacent to Capser Trail (site to be used for RFP). Zach outlined the procedures including authorizations needed, approval of plans, permit and hook-up fees, potential funding sources, licensing and insurance requirements. He stated that this site can be connected to the existing sewer system.

B. Update/reactivate resources list/database (Marie & Lauren)

Marie reported that she spoke with Lauren and no progress has been made.

Cedar is willing to create database. Will discuss at next meeting.

C. Chequamegon Bay Land Trust (appoint committee member to working group)

Michael talked with Charlie Bertel and sent him preliminary documents that the group has been working with. He has not heard back from him as of today. Jim will contact Charlie and pursue if he is not interested.

D. Update on Bell Street – Michael

Following up on initial report from Lauren at the last meeting, Dave Marchetti from Bell Street Tavern reached out to Town Board Chair Glenn Carlson about potential Town use before putting the property on the market. Michael and Glenn met with Dave to tour the property. At this point the Town is not in a position to consider this property, although repurposing it could be beneficial from a community-wide perspective. General discussion regarding possibilities of this property.

E. RFP discussion

- Discussion regarding e-mail Robert Kramer sent to the committee with his thoughts on where we're at in the process.
- Michael spoke of restructuring the RFP (request for proposal) into an RFI (request for information), which could allow a less formal approach and the kind of open dialogue with potential developers that Robert suggested.
- Discussion on a draft RFP created by Michael including RFP vs. RFI, flexibility on sites, types of developers to pursue, identifying a list of developers, and timetable (RFI to Town Board July 10, deadline for developers to express interest Aug. 15)
- Consensus to start with an RFI; Michael will seek suggestions from Maxfield Research and WHEDA for potential developers to contact.

5. Recommendations to Town Board - None

6. Public Comment - None

7. Set Next Meeting Agenda and Date

Next meeting scheduled for Tuesday 6/27/2023, 10 am at Town Hall/Zoom.

Agenda: RFI approval, timeline and potential interview questions for developers.

8. Adjourn

Motion by Jane to adjourn, seconded by Marie, all ayes. Motion Carried.

Minutes taken from recording and submitted by Dorgene Goetsch, Clerical Assistant