



**CITY OF BURLINGTON
COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES
Wednesday, April 6, 2016 at 5:30 p.m.
224 E. Jefferson Street**

1. CALL TO ORDER

Mayor Robert Miller called the meeting of the Community Development Authority to order at 5:30 p.m.

2. ROLL CALL

The following commissioners were in attendance: Mayor Robert Miller, Alderman Bob Grandi, Jack Eckola, Chuck Rule, and Jim Spiegelhoff. Excused: Bil Scherrer, Tom Wiemer

Also in attendance: City Administrator Carina Walters, Attorney John Bjelajac, Alderman Jon Schultz, Tom Stelling and Bill Stone of CORE Upgrades, LLC, and Environmental Manager Linda Fellenz

3. CITIZEN COMMENTS

There were no citizen comments.

4. TOPIC: Discussion regarding the Environmental Site Investigation and possible remediation of 249 E. Chestnut Street (formerly Milo property) and 261 E. Chestnut Street (formerly Redi-Bake property) at the corner of Dodge Street and Chestnut Street.

Walters summarized the history and background of the property and stated there are three options: 1. The CDA could choose to sell the property for the \$70,000 and release the RFP “as-is”, highlighting the open environmental file and have the potential developer complete the site investigation and closure process. 2. The CDA could choose to complete the site investigation and sell the property for the full appraisal amount, thus having the property ready for development. 3. The CDA could choose to reduce the sale price by the total cost of site investigation and submit closure documentation to the DNR and that this would be reflected this information in the RFP.

Linda Fellenz, Environmental Manager for LF Green Development, LLC, further explained that the initial investigation for contamination was done during the hotel development and that these two parcels were part of that, however, were part of a separate development, which was never developed due to the recession. When the grant application was filed for the hotel, all of the sites had some minimal investigation done and some contamination was identified and reported to the DNR and considered to be an “open case”. The investigation now needs to be completed so that a “path to closure” can be established.

A motion was made by Alderman Grandi, with a second by Commissioner Eckola to authorize staff to move forward with applying for a Remediation Grant for Site Investigation and Closure for the property located at 249 and 261 E. Chestnut Street.

With all in favor, the motion carried 5-0.

5. ADJOURNMENT

Commissioner Rule motioned to adjourn. Commissioner Spiegelhoff second the motion. The meeting was adjourned at 5:59 p.m.

Recording Secretary
Diahn C. Halbach
Burlington City Clerk