



# City of West Allis

## Meeting Agenda

### Community Development Authority

Wednesday, January 15, 2025

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

#### REGULAR MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. APPROVAL OF MINUTES

1. [25-0003](#) December 17, 2024

**Attachments:** [December 17, 2024 Draft Minutes](#)

#### D. MATTERS FOR DISCUSSION/ACTION

2. [25-0005](#) Groundbreaking for Land by Label Development, the Apiary, located at 1070 S. 70th St. on January 16, at 3:00 p.m.

3. [25-0006](#) Housing and Urban Development approved the Authority for Family Self Sufficiency Grant in the Amount of \$95,063.

**Attachments:** [FSS FY 2025 Approved HUD Grant Summary - West Allis CDA](#)

4. [25-0007](#) Resolution to consider authorizing and directing the Executive Director to enter into a contract amendment with Ramboll Americas Engineering Solutions, Inc., for providing Grant Writing Services relative to the United States Environmental Protection Agency (USEPA) FY25 Revolving Loan Fund (RLF) in an amount not to exceed \$4,500

**Attachments:** [1490- CDA-Ramboll Environ - Grant Writing Services - EPA \(USEPA\) FY25 RLF REH Proposal-EPA RLF Grant Supp Funding Appl\\_01\\_06\\_2025](#)

5. [25-0008](#) Discussion on the status of the Makers Row Development.

6. [25-0009](#) Discussion on the status of 1405 S. 92 St.

7. [25-0010](#) Discussion on the redevelopment of 6200 Block of W. Greenfield Ave.

8. [25-0011](#) Discussion on 6500 W. Washington St. (Former Motor Castings Site)

9. [25-0012](#) Consideration relative to Report on Redevelopment Initiatives:
- a. 84th & Greenfield/TIF Number Eleven
  - b. 68th & Mitchell (former Milwaukee Ductile Iron)/TIF Number Fourteen
  - c. The Market/TIF Number Fifteen
  - d. S. 70th St. & W. Washington St. Corporate Office Corridor Plan/TIF Number Sixteen
  - e. S. 102 St. and W. Lincoln Ave. – West Lincoln Corridor /TIF Number Seventeen
  - f. Chr. Hansen Expansion/TIF Number Eighteen
  - g. 86th and National/TIF Number Nineteen
  - h. 6400 Block of W. Greenfield Avenue/ TIF Number Twenty
  - i. Hwy. 100 Corridor
  - j. Beloit Road Senior Housing Complex
  - k. W. National Ave. Corridor
  - l. Motor Castings Site – 1323 S. 65 St.
  - m. 116th & Morgan Ave.

*For agenda items 4-8 the committee may convene in closed session pursuant to the provisions of Section 19.85(1)(e) of the state statutes for the purpose of deliberating the investing of public funds whenever competitive or bargaining reasons require a closed session. This committee may reconvene in open session after completion of the closed session to consider the balance of the agenda*

## E. ADJOURNMENT



All meetings of the Community Development Authority are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

**NOTICE OF POSSIBLE QUORUM**

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

**NON-DISCRIMINATION STATEMENT**

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

**AMERICANS WITH DISABILITIES ACT NOTICE**

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

**LIMITED ENGLISH PROFICIENCY STATEMENT**

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.



# City of West Allis Meeting Minutes Community Development Authority

Tuesday, December 17, 2024

6:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

## REGULAR MEETING (draft minutes)

### A. CALL TO ORDER

### B. ROLL CALL

- Present** 7 - Wayne Clark, Donald Nehmer, Patrick Schloss, Michael Suter, Danna Kuehn, Martin J. Weigel, Richard Badger
- Excused** 1 - Gerald C. Matter

### Staff

Patrick Schloss, Economic Development, Executive Director  
Shaun Mueller, Economic Development, Development Project Manager

### C. APPROVAL OF MINUTES

1. [24-0693](#) October 8, 2024

**Attachments:** [October 8, 2024 Draft Minutes](#)

Kuehn moved to approve this matter, Nehmer seconded, motion carried.

### D. MATTERS FOR DISCUSSION/ACTION

2. [24-0712](#) Annual Tax Increment Financing Report.

**Attachments:** [TID Report 2024 12.16.24](#)

*Patrick Schloss presented an overview of the TIF projects.*

*There are currently 12 "open" and 8 "closed" TIF's. Personal property taxes are no longer assessed which accounts for a \$6M difference. Most of this money is made up through the State. A high note to our achievements is TIF 6, Juneau Highland, which was established in 2004 and is reaching its completion. Our finance department has concurred that it would be a good idea to utilize TIF 7 funds to pay off this debt as a donor funded expenditure.*

**This matter was Discussed.**

3. [24-0713](#) Discussion on proposed use of donor Tax Incremental Financing to close TIF #6 and TIF #13.

*Patrick Schloss presented.*

*Ald. Weigel stated, "This is great idea" and questioned when in 2025 this would take place. Mr. Schloss stated we've been able to draw both residential and business development thru the TIF's. He will speak with Ehlers Inc. to make this happen.*

**This matter was Discussed.**

4. [24-0714](#) Resolution to approve a National Avenue Commercial Corridor Code Compliance Loan in the amount up to \$8,500 for the establishment of an entertainment venue at 6325 W. National Ave.

**Attachments:** [CDA Res. No. 1488 - Nat'l Ave CCCC Forgivable Loan](#)  
[6325 W National Ave Forgivable Loan Agreement \(12-17-24\)](#)  
[CDA Res. No. 1488 - Nat'l Ave CCCC Forgivable Loan \(signed\)](#)

*Patrick Schloss presented.*

*Voting actually occurred after the vote on item #5.*

**Ald. Weigel moved to approve this matter, Badger seconded, motion carried.**

5. [24-0715](#) Resolution to approve the Purchase and Sale, Development Agreement, Development Finance Agreement, and Public Space Agreement with Six Points Square LLC for the redevelopment of the 6400 Block W. Greenfield Ave.

**Attachments:** [CDA Res. No. 1489 - Purchase & Sale & Dev Agrmt - \(12-17-24\)](#)  
[CDA Res. No. 1489 - Purchase & Sale & Dev Agrmt -\(1217-24\) signed](#)  
[Development Agrmt - 12-13-2024 FINAL](#)  
[Public Space Agrmt 12-13-2024 FINAL](#)  
[Purchase Sale Agrmt 12-13-2024 FINAL](#)  
[Development Finance Agreement - 12-13-2024 FINAL](#)

*Patrick Schloss presented. The CSM and Development Agreement are ready to go as early as Friday, December 20, 2024.*

*DNR environmental has very particular requirements regarding vaport testing, which could potential cause a delay.*

**Ald. Kuehn moved to approve this matter, Ald. Clark seconded, motion carried. , motion carried.**

6. [24-0716](#) Discussion on Community Development Authority 2025 meeting dates.

*A discussion ensued regarding date changes and at this time it was decided the easiest would be to move our regularly scheduled meetings to occur on the first Wednesday of the month, beginning after February.*

**This matter was Discussed.**

7. [24-0717](#) Discussion on 6901 W. Beloit Rd. and the proposed construction of a single-family home.

*Patrick Schloss presented.*

*Ald. Weigel inquired as to whether Habitat for Humanity in Waukesha could help with this project and was advised that they are swamped at the current time.*

*Ald. Weigel questioned if our goal is to stabilize the market and build this as a single family home. Mr. Schloss stated there is market pricing vs affordable housing.*

*Ald. Kuehn asked if there are any restrictions on a buyer purchasing and then doing a quick turn around and sell the property. Mr. Schloss stated there is only one restriction and this involves income levels. HUD sets the limits and there is a five year requirement, along with deed restrictions for 20 years.*

*Mr. Nehmer inquired if this is considered "cost free" for the City, and are there any restrictions that calculates to a break even for the City of West Allis. Mr. Schloss stated he will need to research and look into this further.*

*Mr. Badger questioned if there are two lots what are the options for the second house, or could we purchase and building a larger duplex or four- family property. Mr. Schloss advised both lots are narrow and will need to research further options.*

**This matter was Discussed.**

8. [24-0718](#) Discussion on the Land by Label Development, the Apiary, located at 1070 S. 70th St.

*Shaun Mueller presented an update on this project stating there has been a great partnership with the EPA and the DNR along with some TIF funding. Ground breaking will hopefully occur in January.*

*Mr. Schloss stated this will impact the parkland, parking as well as the welding school.*

**This matter was Discussed.**

9. [24-0719](#) Discussion on the status of the Makers Row Development.

**This matter was Discussed in Closed Session.**

10. [24-0720](#) Discussion regarding the status of 6771 W. National Ave., and the Development Agreement with Baum Revision, LLC. (BR West Allis, LLC)

**This matter was Discussed in Closed Session.**

11. [24-0721](#) Discussion on the status of 1405 S. 92 St.

**This matter was Discussed in Closed Session.**

12. [24-0722](#) Discussion regarding the property at 922 S. 70th St., former Poblocki Sign headquarters.

**This matter was Discussed in Closed Session.**

13. [24-0021](#) Consideration relative to Report on Redevelopment Initiatives:
- a. 84th & Greenfield/TIF Number Eleven
  - b. 68th & Mitchell (former Milwaukee Ductile Iron)/TIF Number Fourteen
  - c. The Market/TIF Number Fifteen
  - d. S. 70th St. & W. Washington St. Corporate Office Corridor Plan/TIF Number Sixteen
  - e. S. 102 St. and W. Lincoln Ave. – West Lincoln Corridor /TIF Number Seventeen
  - f. Chr. Hansen Expansion/TIF Number Eighteen
  - g. 86th and National/TIF Number Nineteen
  - h. 6400 Block of W. Greenfield Avenue/ TIF Number Twenty
  - i. Hwy. 100 Corridor
  - j. Beloit Road Senior Housing Complex
  - k. W. National Ave. Corridor
  - l. Motor Castings Site – 1323 S. 65 St.
  - m. 116th & Morgan Ave.

*Patrick Schloss provided an update on the new DPW facility and discussion ensued regarding the 116th & Morgan Ave. site, stating that Milwaukee County currently owns the proposed landfill. Ald. Kuehn stated she hopes to see Milwaukee Cty., and the Cities of Greenfield and West Allis working together on this.*

*At 6:50 p.m., a motion was made by Ald. Weigel, seconded by Mr. Badger to go into closed session to discuss items 9-12 on the agenda.*

**E. ADJOURNMENT**

*There being no further business to come before the Authority a motion was made by Ald. Kuehn, seconded by Mr. Badger to adjourn at 7:00 p.m.*



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**Planning & Zoning Office**  
Housing Division  
7525 W. Greenfield Ave.  
West Allis, WI 53214  
414.302.8430  
housing@westalliswi.gov

January 9, 2025

*FY25 HUD Grant Family Self Sufficiency Program– West Allis Community Development Authority (CDA)*

### **Grant Information**

On December 26, 2024, The U.S. Department of Housing and Urban Development (HUD) awarded fiscal year 2025 renewal funding for existing Family Self-Sufficiency Programs, enabling them to continue their important work with HUD-assisted residents to a total of **836** Public Housing Authorities (PHAs) and Multifamily Property Owners. This funding will be used to support **1,537.5** FSS Coordinators around the country. The City of West Allis Community Development Authority (CDA) was awarded a total of **\$95,063** in FSS Program Grant funds with an operational grant period of January 1, 2025, through December 31, 2025.

### **Purpose of FSS Program**

Historically the Family Self Sufficiency Program promotes the development of local strategies and community partnerships to coordinate public and private resources that help housing choice voucher program participants, public housing tenants, and tenants in the Section 8 Project-Based Rental Assistance (PBRA) programs to obtain employment that will enable participating families to achieve economic independence and reduce dependence on welfare assistance and rental subsidies.

### **Goals & Outcomes West Allis CDA & FSS FY25 Grant**

PHA WI201 intends to utilize the FSS grant to fund one full-time FSS Coordinator, in partnership with Lutheran Social Services, while maintaining a minimum of 30 participants enrolled in the program. Currently, 32 participants are enrolled. In addition, goal indicators for the grant are to: increase program participant enrollment by 15% in FY 2025, increase participant earnings and build financial assets by case management and coaching through access to community services, with a focus on overcoming employment barriers and strengthening financial capability.

Ultimately, increasing the FSS Achievement (FAM) Score of our housing authority, which is a standardized, longitudinal performance metric for the FSS program. The FSS FAM Score is a direct correlation to annual reporting of the Section 8 Housing Choice Voucher Program through the Section Eight Management Assessment Program (SEMAP). FAM score metrics encompass 20% for participation, 30% for graduation, and 50% for escrow earnings – totaling 100%. Currently, West Allis CDA has a FAM score of 4.2 out 8.0 of total possible points.

COMMUNITY DEVELOPMENT AUTHORITY  
CITY OF WEST ALLIS  
RESOLUTION NO: 1490  
DATE ADOPTED: January 15, 2025

Resolution to consider authorizing and directing the Executive Director to enter into a contract amendment with Ramboll Americas Engineering Solutions, Inc., for providing Grant Writing Services relative to the United States Environmental Protection Agency (USEPA) FY25 Revolving Loan Fund (RLF) in an amount not to exceed \$4,500.

WHEREAS, the Community Development Authority of the City of West Allis (the "Authority"), by the Department of Development, has received numerous grants and loans from the U.S. EPA and WIDNR for various properties and redevelopment projects; and,

WHEREAS, the City of West Allis and the Community Development Authority share the mission in addressing brownfield sites that are blighted, environmentally impacted, and underutilized properties through redevelopment; and,

WHEREAS, the Authority has reviewed the proposal/scope of services submitted by Ramboll Americas Engineering Solutions, Inc., for Grant Writing Services related to the application for the USEPA FY25 Brownfields Revolving Loan Fund Grant Supplemental Funding.

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority of the City of West Allis as follows:

1. That the Executive Director or its designee, be and is hereby authorized and directed to enter into a contract with Ramboll Americas Engineering Solutions, Inc. for providing the preparation of an application for the USEPA FY22 Brownfield Grant.
2. That the sum of up to \$4,500 be and is hereby appropriated for retaining the services of Ramboll Americas Engineering Solutions, Inc for the preparation of an application for the USEPA FY25 Revolving Loan Fund (RLF) , and to be funded through (ED FIRE).

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby authorized to make any non-substantive changes, modifications, additions and deletions to and from the various consulting Contract documents, including but not limited to all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

Approved: \_\_\_\_\_  
Patrick Schloss, Executive Director  
Community Development Authority

**Sent via Email: [smueller@westalliswi.gov](mailto:smueller@westalliswi.gov)**

Mr. Shaun Mueller  
City of West Allis  
7525 W. Greenfield Avenue  
West Allis, WI 53214

**PROPOSAL FOR GRANT WRITING SERVICES RELATED TO THE  
UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
FY25 SUPPLEMENTAL RLF GRANT REQUEST**

Dear Mr. Mueller:

Per your request, Ramboll Americas Engineering Solutions, Inc. (Ramboll) is pleased to submit this proposal to the City of West Allis Community Development Authority (CDA) for grant writing services related to the United States Environmental Protection Agency (USEPA) FY25 Revolving Loan Fund (RLF) Grant Supplemental Request.

January 6, 2025

**SCOPE OF SERVICES**

Ramboll will provide the lead role in preparing an USEPA FY25 RLF Grant Supplemental Request which is due to the USEPA on or before March 15, 2025. The request for supplemental funds is anticipated to be between \$1,000,000 and \$5,000,000 and will be dependent on depleted funds from the existing RLF and anticipated need from future identified projects.

Ramboll  
234 W. Florida Street  
Fifth Floor  
Milwaukee, WI 53204  
USA

T +1 414 837 3607  
F +1 414 837 3608  
[www.ramboll.com](http://www.ramboll.com)

The general process we will use for preparing and securing this Grant is as follows:

- The City's priorities for this grant will be discussed and determined at a meeting to be scheduled before February 15, 2025.
- The request will be prepared in accordance with the *Fiscal Year 2024 Instructions for Requesting Brownfields Revolving Loan Fund Grant Supplemental Funding*<sup>1</sup> and applicable Appendices A, B, and C.
- Ramboll will prepare an initial draft of the RLF Grant Supplemental Request for the City's review and input by March 12, 2025, pending timely receipt of information from the City. Edits and additional input can be incorporated by March 14, 2025, at which time the request will be finalized for submittal to the USEPA.

Ref. P3861M-25004

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<sup>1</sup> In email correspondence dated December 23, 2023, USEPA Brownfields Project Manager Ashley Green indicated that instructions specific to the FY2025 RLF Grant Supplemental Request are planned to be posted in late January 2025, but the instructions and funding eligibility criteria are not anticipated to change substantially from FY2024.

- The City will submit the request via email to Ms. Ashley Green at [green.ashley@epa.gov](mailto:green.ashley@epa.gov), with a copy to Keary Cragan at [cragan.keary@epa.gov](mailto:cragan.keary@epa.gov) by close of business on March 15, 2025.

**FEE SCHEDULE AND GENERAL TERMS AND CONDITIONS**

Ramboll will provide these grant writing services for \$4,500 on a time and materials basis using the attached fee schedule. The work will be completed in accordance with the terms and conditions of the Master Contract, dated November 10, 2016, and the attached fee schedule, provided in our Proposal for Professional Consulting Services, dated August 24, 2022. If you find this proposal acceptable, please provide a Proceed Order, using the City’s standard procedure and referencing this proposal.

Thank you for the opportunity to be of service. If you have any questions or need further information, please contact us.

Yours sincerely,



**Michelle M. Peters, PE**  
Senior Managing Consultant

D +1 262 901 0133  
[mpeters@ramboll.com](mailto:mpeters@ramboll.com)



**Scott W. Tarmann, PE**  
Principal

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[starmann@ramboll.com](mailto:starmann@ramboll.com)

**City of West Allis Proposed Fee Schedule for Brownfield Services**

<b>Labor</b>		
<b>Labor Category (Invoice Title)</b>	<b>Labor Rate</b>	<b>Estimated % Time</b>
Project Principal (Principal)	\$200	2%
Senior Managing Consultant	\$175	10%
Managing Consultant	\$155	15%
Sr. Consultant 2	\$130	5%
Sr. Consultant 1	\$120	5%
Engineer/Geologist (Consultant 3)	\$110	20%
Engineer/Geologist (Consultant 2)	\$100	20%
Field Staff (Consultant 1)	\$85	10%
CAD/GIS Drafting	\$80	8%
Administrative Support	\$65	5%

<b>Field Instruments/Equipment<sup>1</sup></b>		
<b>Description</b>	<b>Units</b>	<b>Unit Cost</b>
PID (10.6 ev lamp)	day	\$70
Water Level Meter	day	\$30
0.45 micron filters	each	\$25
Peristaltic Pump	day	\$50
Concrete Corer	day	\$150

Personal Vehicle Mileage (fed rate) <sup>2</sup>	mile	\$0.585
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Notes:

1: Other supplies/equipment will be rented as needed and the invoices will be passed through to the WDNR with no mark-up applied.

2: Based on project needs, distance to site and other factors, Ramboll may elect to rent a vehicle for field work. Typical vehicle rental rates, based on our company preferred provider fee schedule are between \$40 and \$70/day. Gasoline is additional.

A 10% mark-up will be added to all Subcontractor services.