

CITY OF MENASHA
Joint Review Board – Calumet County – Appleton School District
Council Chambers, City Hall – 140 Main Street
April 18, 2011
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:38 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

JOINT REVIEW BOARD MEMBERS PRESENT: Mayor Merkes, Dan DeBonis, Calumet County, Chris Peterson, Appleton Area School District and Faith Schiedermayer, Fox Valley Technical College (Jim Lueneburg participated as a member following his nomination.)

JOINT REVIEW BOARD MEMBERS EXCUSED: None

OTHERS PRESENT: Jim Lueneburg, Greg Keil, CDD and Mike Schanke

C. MINTUES TO APPROVE

1. None

D. DISCUSSION

1. None

E. ACTION ITEMS

1. **Selection of Joint Review Board Public Member**
Dan DeBonis made a motion to nominate Jim Lueneburg as Joint Review Board Public Member. There were no other nominations. Mayor Merkes seconded the motion and a unanimous ballot was cast nominating Jim Lueneburg as the Public Member of the JRB.
2. **Selection of Chairperson**
Dan DeBonis nominated Mayor Merkes as Chairperson of the Joint Review Board. There were no other nominations. Faith Schiedermayer seconded the motion and a unanimous ballot was cast nominating Mayor Merkes as Chairman of the JRB.
3. **Review of Proposed TID #12 Project Plan, Boundaries and Development Agreements**
CDD Greg Keil summarized the history of the Lake Park Villas development. Despite initial successes, the development has now stalled. The debt incurred by the city for land acquisition, infrastructure and amenities was to have been paid out of the proceeds from lot sales. There have been no lot sales in three years, and the debt burden has fallen on the general tax levy. This is placing financial stress on the city. The Project Plan for TID #12 includes expenditures for land acquisition, infrastructure, amenities and development assistance with the objective being to stimulate new development.

He also described the substantive elements of the development agreements with Cypress Homes and Realty, and the Ponds of Menasha.

Board members discussed:

- Base year value of the proposed district
- The expected amount and timing of increases in tax increment
- Proposed improvements to be made in the district
- Relationship to adjoining development

Staff is to provide the JRB members the expected base year value of the district and drawings showing the proposed layout of the new development.

4. **Set Next Meeting Date**

The next Joint Review Board meeting will be held on Wednesday, May 18, 2011 at 2:30 p.m.

F. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person.

No one spoke.

G. ADJOURNMENT

Motion by Jim Lueneburg, seconded by Dan DeBoins to adjourn at 3:15 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.