

**CITY OF MENASHA**  
**Redevelopment Authority**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
**February 3, 2015**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 5:02 PM by Chairman Kim Vanderhyden.

**B. ROLL CALL/EXCUSED ABSENCES**

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Ald. Jim Englebert, Chairman Kim Vanderhyden, Bob Stevens, Linda Kennedy, Tim Caudill, Gail Popp and Kip Golden.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, CA Captain, ASD Stenno and CDC Heim.

**C. MINTUES TO APPROVE**

1. **Minutes of the December 9, 2014 Redevelopment Authority Meeting**

Motion by Linda Kennedy, seconded by Ald. Englebert to approve the December 9, 2014 Redevelopment Authority meeting minutes.

The motion carried 7-0.

**D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA**

(five (5) minute time limit for each person)

No one spoke.

**E. DISCUSSION ITEMS**

1. **RR Donnelley Update**

CDD Keil reported on the various steps he, CA Captain and Chairman Vanderhyden have taken regarding this property. Outside counsel has been involved with what steps have taken place to this point and what would be the next steps to move forward with this property. A meeting RR Donnelley representatives is being sought.

**G. ACTION ITEMS**

1. **Subordination to Second Position on Mortgage from the Redevelopment Authority to the Ponds of Menasha, LLC to facilitate Phases II & III of the Ponds of Menasha Subdivision**

CA Captain gave an overview of the Development Agreement and the different phases of the project. At this time, the developer has Phase I near completion, which is ahead of schedule. The developer has also met the threshold established in the financial guarantees for Phase I.

Commissioners expressed their general appreciation of the progress made in Phase I regarding the schedule and financial guarantees that have been accomplished and the need for the developer to start into Phases II & III of the project.

Motion by Kip Golden, seconded by Linda Kennedy to approve the Subordination to Second Position on Mortgage from the Redevelopment Authority to the Ponds of Menasha, LLC to facilitate Phases II & III of the Ponds of Menasha Subdivision.

The motion carried. 7-0.

**G. ADJOURNMENT**

Motion by Tim Caudill, seconded by Chairman Vanderhyden to adjourn at 5:25 p.m.

The motion carried 7-0.

*Minutes respectfully submitted by CDC Heim.*