CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
October 4, 2010
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Wisneski at 7:55 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Hendricks, Zelinski, Englebert, Benner, Roush, Taylor, Wisneski, Langdon
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Stanke, DPW Radtke, CDD Keil, C/T Stoffel, Officer Zemlock, Clerk Galeazzi and the Press.

C. MINUTES TO APPROVE
1. Administration Committee, 9/20/10

Moved by Ald. Zelinski, seconded by Ald. Roush to approve minutes.
Motion carried on voice vote.

D. ACTION ITEMS
1. O-17-10 An Ordinance Relating to Chronic Nuisance Premises (Introduced by Ald. Hendricks)

PC Stanke and Officer Zemlock explained this ordinance will enhance the current City Code that addresses public nuisance issues. They have used this to enforce chronic nuisance issues at rental properties. There are issues with owner occupied properties that need addressing. This ordinance will also allow charging for officers time when dealing with chronic nuisance issues.

Moved by Ald. Hendricks, seconded by Ald. Zelinski to recommend to Common Council approval of O-17-10.
Motion carried on voice vote.

2. Offer to Purchase, Lot 12 Midway Business Park, MHX3, LLC

CDD Keil explained the offer is from Appanasha Pet Clinic. They are in need of Expansion space. Counter-Offer No. 2 lists the changes requested. The City has provided copies of easements and maps as requested by the buyer. The buyer is requesting certain signage at the entry way of the Business Park. Staff is recommending eliminating item 2C from Counter-Offer No. 2 relating to the type of font and letter size of the sign.

Moved by Ald. Hendricks, seconded by Ald. Englebert to recommend to Common Council to approve Offer to Purchase of Lot 12 Midway Business Park from MHX3, LLC and to eliminate item 2C from Counter-Offer No. 2.
Motion carried on voice vote.

3. Amendment #2 to Development Agreement between the City of Menasha and PJC Group LLC

CDD Keil explained this amendment is needed to correct a problem that was created when TIF District 11 was created. A base value was established for two parcels, the warehouse site and the executive office site. When the site was split from two to four parcels, most of the land value was placed on the parcel with the executive office. That caused an issue of reaching the threshold of $300,000 as required by the original development agreement. There are alternative ways to correct this issued by working through the Department of Revenue, but are very complex and time consuming. Staff recommends amending the development agreement as it would not be so involved. This amendment will allow the developer to receive TIF increment earner under this development agreement faster, so they can complete the demolition part of the project. This agreement will not change the total amount of tax increment received.

Moved by Ald. Hendricks, seconded by Ald. Zelinski to recommend to Common Council approval of Amendment #2 to Development Agreement between City of Menasha and PJC Group LLC.
Motion carried on voice vote

E. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Ald. Zelinski to adjourn at 8:41 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk