A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected than any official action of any of those bodies will be taken).

CITY OF MENASHA
REDEVELOPMENT AUTHORITY
Council Chambers, 3rd Floor, City Hall
140 Main Street, Menasha

September 11, 2014

5:00 PM

AMENDED AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE
   1. Minutes of the July 23, 2014 Redevelopment Authority Meeting

D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA
   (five (5) minute time limit for each person)

E. DISCUSSION
   1. RR Donnelley Acquisition
   2. Update on Land Purchase and Development Agreement – Mark Winter Homes, Inc.
   3. Update on TID 12
   4. 2015 Budget

F. ACTION ITEMS
   1. Lake Park Square Access

G. ADJOURNMENT

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
July 23, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 6:00 PM by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Sue Smith and Gail Popp.

OTHERS PRESENT: CDD Keil, PP Homan, Mayor Merkes, DAS Steeno, Troy Huebner (Sonoco), Sandra Dabill Taylor (545 Broad Street), Steve Krueger and Scott Francis (319 Cleveland Street)

6:00 PM – Public Hearing – Determination of Blight – RR Donnelley Site and Vicinity

Public hearing opened by Chairman Kim Vanderhyden at 6:01 PM. The following people spoke:

Sandra Dabill Taylor – 545 Broad Street

- Wanted more information provided to the public;
- She is for the acquisition and redevelopment;
- Wants to see public input

Troy Hubner, with Sonoco, questioned why they were not contacted in advance of receiving the notice of blight.

Scott Francis – 319 Cleveland Street, stated he was in favor of having control of the property.

The public hearing was closed at 6:09 PM.

C. MINTUES TO APPROVE

1. **Minutes of the June 18, 2014 Redevelopment Authority Meeting**
   Motion by Ald. Englebert, seconded by Linda Kennedy, to approve the June 18, 2014 Redevelopment Authority meeting minutes.

   The motion carried.

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

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

Sandra Dabill Tayor.

E. DISCUSSION ITEMS

1. **Update on Land Purchase and Development Agreement – Mark Winters Homes, Inc.**
   PP Homan indicated the agreement has been finalized and delivered th Mark Winter Homes for their signatures. They are currently at capacity with projects for the immediate future, but hope to time the construction of their LPV model home during a slower time in their schedule.

F. ACTION ITEMS

1. **Final Determination of Blight – RR Donnelley**

CDD Keil provided an overview of the process involved for the RDA to blight and acquire a property. He reviewed the benefits to RDA acquisition of the property, and explained the basic steps that would be required to negotiate purchase terms, acquire, and redevelop the site. CDD Keil also noted that Parcel # 3-00545-00 should be removed from the blight declaration due to a procedural technicality in sending their notice of proposed blight determination. Removal of this property will not be problematic for the overall site redevelopment.

CDD Keil also explained the action taken by Common Council regarding authorizing the RDA to acquire the property. The vote did not approve the resolution for acquisition; however CDD Keil is recommending the RDA request the resolution be reconsidered.

Motion by Linda Kennedy, seconded by Kip Golden, to make the final blight determation for the following properties: Parcel No: 3-00546-00; 3-00548-00; 3-00550-00; 3-00475-00; 3-00482-00; and 3-00481-00; and to request the Common Council reconsider their resolution authorizing the RDA to acquire the above properties.

The motion carried.

2. **Offer to Purchase – Community First Credit Union**

PP Homan provided an overview of the transaction, which was negotiated in relation to Community First CU's contribution of 205 Milwaukee Street for the City's Third St. Market redevelopment project. The proposal stipulates commencement of construction of at minimum a credit union branch within 24 months.

CDD Keil added that the arrangement between the RDA and Community First allowed for the City to significantly reduce the amount of TID incentive that was to be contributed to the developers of the grocery store, thus providing additional resources to be utilized in other areas within TID #10.

Motion by Linda Kennedy, seconded by Ald. Englebert to approve the offer to purchase of Lots 7, 8, and 9 of the Lake Park Villas Plat.

The motion carried.

3. **Remove from Table, Disposition of Pond Lot – Sale to HOA**

CDD Keil indicated that the LPV HOA had voted to authorize acceptance of the Pond Lot into their association. The final step is for the RDA to authorize transfer of the property to the LPV HOA Phase II Homeowners association.

Motion by Bob Stevens, seconded by Linda Kennedy to approve the contribution of the pond lot to the Lake Park Villas Homeowners Association for $1.

The motion carried.

4. **Amendment to Land Purchase and Development Agreement – Cypress Homes**
CDD Keil indicated that the bank for Cypress Homes desired to take a first position on the property prior to closing on the construction loan. CDD Keil proposed as an alternative to the RDA taking second position, that they would instead request payment of the lot upfront, and provide an interest credit on the carrying costs for the lot.

General discussion ensued regarding the appropriate cap on the interest credit.

Motion by Ald. Englebert, seconded by Linda Kennedy to approve the amendment to the land purchase and development agreement with Cypress Homes, with the maximum amount of interested credit to be reduced by $2,500 to $16,500.

The motion carried.

5. **Motion to Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (477 Ahnaip Street and Vicinity – RR Donnelly)**
No action taken to adjourn into closed session.

G. ADJOURNMENT

Motion by Kip Golden, seconded by Kim Vanderhyden to adjourn at 6:55 p.m.

The motion carried.

Minutes respectfully submitted by Kara Homan, Principal Planner.

0 125 250 500

Feet

Lake Park Square
Potential Public Road
& Lake Park Rd Access Points