

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 that 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**

April 10, 2017

5:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the December 6, 2016 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 Update
 - 2. [Lake Park Villas Lot Sales](#)
- F. ACTION ITEMS
 - 1. None.
- G. ADJOURNMENT

If you have questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
December 6, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:00 PM by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Ald. Becky Nichols.

OTHERS PRESENT: AP Englebert, CDD Buck, ASD Steeno, and Ald. Collier.

C. MINTUES TO APPROVE

1. **Minutes of the September 7, 2016 Redevelopment Authority Meeting**

Motion by Linda Kennedy, seconded by Bob Stevens, to approve the September 7, 2016 Redevelopment Authority meeting minutes as presented. The motion carried.

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. **2015 Audit Numbers**

ASD Steeno introduced the 2015 audit numbers for the Redevelopment Authority. She explained that the RDA has outstanding payments for debt resulting from the Lake Park land acquisition. 2017 is the first year for principal payments on that debt.

F. ACTION ITEMS

1. **RR Donnelley Update**

AP Englebert gave an update on the Real Estate Purchase and Sale Agreement with RR Donnelley. Staff has reviewed the Phase 1 Environmental Assessment and retained OMNI Associates to provide assistance with interpreting the Phase 1 as well as to provide instruction to RR Donnelley regarding the necessary components of the Phase 2 Environmental Assessment. It is expected that RR Donnelley will complete the Phase 2 Environmental Assessment and the remedial action plan in early spring. If RR Donnelley releases the report to the RDA, the RDA has a 30 day period to take title to the property if it so decides.

Commissioners discussed the status of the acquisition and potential courses of action. They also talked about the Racine Street Bridge project and future prospects for development on the site. No action was taken.

2. **2017 Budget**

CDD Buck introduced the 2017 Budget for the Redevelopment Authority. He explained that most of the line items are related to commitments the RDA has already encumbered such as development incentives and legal fees. There is \$18,000 budgeted for potential land acquisitions if they arise.

Commissioners discussed the budget and the status of the Lake Park Villa lots. Linda Kennedy

asked if staff was getting an interest in Lake Park Villas from individuals. AP Englebert responded that there is some interest but not a substantial amount and most interest remains from residential developers.

Motion by Linda Kennedy, seconded by Kim Vanderhyden, to approved the 2017 Budget for the Redevelopment Authority. The motion carried.

G. ADJOURNMENT

Motion by Kip Golden, seconded by Kim Vanderhyden to adjourn at 5:38 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.



MEMORANDUM

Date: April 6, 2017
To: Redevelopment Authority
From: Community Development Department/KE
RE: Lake Park Villas Update

In 2016, the Redevelopment Authority (RDA) sold a total of eight residential lots in the Lake Park Villas subdivision. The properties transferred were as follows:

Address	Lot Number	Date Transferred	Buyer	Purchase Price
836 Kelsey Brook	118	2/25/16	Cypress Homes	\$35,000
869 Eden Court	89	2/25/16	Cypress Homes	\$35,000
853 Whisper Falls Lane	26	11/4/16	Cypress Homes	\$35,000
873 Fountain Way	91	11/15/16	Van's Realty	\$35,000
814 Whisper Falls Lane	108	11/15/16	Van's Realty	\$35,000
824 Kelsey Brook Court	19R	11/15/16	Van's Realty	\$35,000
3000 Georgetown Place	124	11/15/16	Van's Realty	\$35,000
886 Fountain Way	21R	11/15/16	Van's Realty	\$35,000

Each of the lots listed above are governed by agreements signed between the Redevelopment Authority and respective builders. If the builders meet certain obligations under the terms of their agreements they are entitled to credits against the purchase prices of the lots.

In addition to the eight lots sold in 2016, Cypress Homes has initiated a third party sale for 925 Whisper Falls Court in the amount of \$39,900. The closing will be on Monday, April 10th. The \$39,900 is the listing price for the lot and Cypress is eligible to receive the 8% commission (\$3,192) offered by the Redevelopment Authority to residential brokers.

After the recent lot sales, the RDA remains the owner of 52 lots of the 112 lots in the Lake Park Villas subdivision (see attached map). City staff is seeking input from the Redevelopment Authority regarding the progress in Lake Park Villas, current and future development agreements, listing agreements, and commissions.

Lot Pricing And Availability

Lake Park Villas Property Owners' Association, Inc.

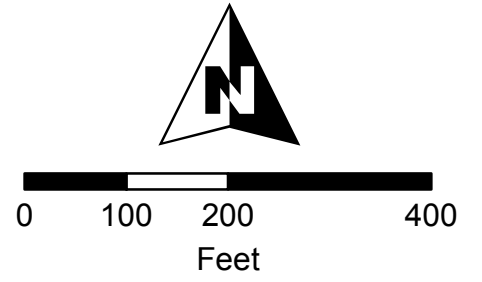
Legend

- Sold Lots
- Available Lots
- Auxiliary Lots

CSM Certified Survey Map

O.L. Outlot

R Replat of Lots 1, 2, 55-61, 65-69, 73, 75, 76, 78-80, 119, 120, Outlots 4-5, Outlots 8-9 and Outlot 24 of Lake Park Villas



LOT	LIST PRICE	LOT	LIST PRICE	LOT	LIST PRICE	LOT	LIST PRICE	LOT	LIST PRICE
18	\$44,900	1 CSM 3510	\$39,900	64	\$35,900	81	\$39,900	112	\$39,900
19	\$44,900	45	\$39,900	8R	\$39,900	82	\$39,900	121	\$39,900
20	\$44,900	1 CSM 2953	\$39,900	7R	\$39,900	88	\$39,900	122	\$39,900
21	\$44,900	2 CSM 2953	\$39,900	6R	\$39,900	90	\$44,900	123	\$39,900
22	\$44,900	3 CSM 2953	\$39,900	5R	\$39,900	93	\$44,900	125	\$44,900
23	\$44,900	4 CSM 2953	\$39,900	70	\$35,900	94 CSM 2821	\$39,900	126	\$35,900
24	\$44,900	1 CSM 3511	\$44,900	71	\$35,900	95	\$44,900	130	\$35,900
25	\$44,900	2 CSM 3511	\$44,900	72	\$35,900	107	\$39,900	131	\$35,900
4 CSM 3510	\$35,900	3 CSM 3511	\$39,900	20R	\$35,900	109 CSM 2820	\$39,900		
3 CSM 3510	\$39,900	4 CSM 3511	\$39,900	74	\$39,900	110	\$39,900		
2 CSM 3510	\$39,900	62	\$35,900	22R	\$39,900	111	\$39,900		