

**CITY OF MENASHA**  
**Redevelopment Authority**  
**Council Chambers, 3<sup>rd</sup> Floor City Hall – 140 Main Street**  
**April 10, 2017**  
**MINUTES**

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**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, Ald. Rebecca Nichols, Bob Stevens, and Gail Popp.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Linda Kennedy and Kip Golden.

OTHERS PRESENT: CDD Buck, PP Englebert, FM Sassman, CA Captain and Ald. Arnie Collier.

**C. MINTUES TO APPROVE**

1. **Minutes of the December 6, 2016 Redevelopment Authority Meeting**

Motion by Gail Popp, seconded by Bob Stevens, to approve the December 6, 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. **RR Donnelley Update**

CDD Buck provided 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. RR Donnelley and city staff have agreed on a course of action on the Phase 2 report and environmental site work will be starting soon. The Phase 2 calls for 11 soil and water samples to be collected on site from various locations on the property. If RR Donnelley chooses to release the results of the Phase 2 report and a remedial action plan for the property to the RDA, the RDA has a 30 day period to take title to the property if it so determines.

Authority members discussed the status of the acquisition and potential courses of action. PP Englebert gave an update on the Racine Street Bridge project. DOT is currently working on the environmental review for the reconstruction project. The bridge project will require the acquisition of the east end of the RR Donnelley property. Demolition of the existing structure will occur but the extent of the demolition has not been confirmed to this point. No action was taken.

2. **Lake Park Villas Lot Sales**

PP Englebert gave a status update of the Lake Park Villas development. The Redevelopment Authority sold eight lots in 2016 and one in 2017. CDD Buck informed the RDA that city staff met with Richard DeKleyn from Coldwell Banker in regards to initiating a listing agreement for the remaining lots in the Villas. Authority members were supportive of entering into a listing agreement. Members discussed progress in Lake Park Villas and surrounding developments. Members talked about vehicular access into Lake Park Villas and future construction of Lake Park Road. No action was taken.

**F. ACTION ITEMS**

1. None.

**G. ADJOURNMENT**

Motion by Ald. Nichols, seconded by Kim Vanderhyden to adjourn at 5:41 PM. The motion carried.

*Minutes respectfully submitted by PP Englebert.*