

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
May 2, 2017
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, Ald. Rebecca Nichols, Bob Stevens, and Linda Kennedy.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Gail Popp and Kip Golden.

OTHERS PRESENT: PP Englebert, Ald. Arnie Collier, Matt Vanderlindedn (325 Winnebago Ave), and Richard DeKleyn (Coldwell Banker).

C. MINTUES TO APPROVE

1. **Minutes of the April 10, 2017 Redevelopment Authority Meeting**

Motion by Ald. Nichols, seconded by Bob Stevens, to approve the April 10, 2017 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. **Graphic Packaging**

Chairman Vanderhyden distributed a letter from Randy Stadtmueller, Stadtmueller & Associates, requesting the Redevelopment Authority to prepare a redevelopment feasibility plan for the former Graphic Packaging facility. PP Englebert explained the City of Menasha is about to undergo a downtown vision plan process starting in early summer and finishing by the end of 2017. The Graphic Packaging will be covered as part of the plan. Authority members discussed the Graphic Packaging site as well as potential land uses for the facility and parking lot that would fit the neighborhood and complement the downtown.

F. ACTION ITEMS

1. **Election of Officers**

a. Chairperson

b. Vice-Chairperson

PP Englebert stated that two officer positions were due for election by the RDA.

Motion by Linda Kennedy, seconded by Ald. Nichols, to elect Kim Vanderhyden as Chairperson of the Redevelopment Authority. The motion carried.

Motion by Kim Vanderhyden, seconded by Bob Stevens, to elect Linda Kennedy as Vice Chairperson of the Redevelopment Authority. The motion carried.

2. **Offer to Purchase – 913 Clover Court, Lot 70**

PP Englebert introduced an Offer to Purchase for Lot 70, 913 Clover Court in Lake Park Villas. A

prospective buyer, Dennis Chuchel, wishes to purchase the lot for \$32,900. The listing price for the lot is \$35,900 and any offer less than the listing price is subject to RDA approval. PP Englebert explained that Van's Realty and Construction has a Right of First Refusal on Lot 70 from the Land Purchase and Development Agreement dated September 14, 2016 between Van's and the RDA. If Van's chooses to exercise their option, they will receive the lot but are required to match the terms of the presented offer. He also explained that a condition of the Offer to Purchase requires the buyer to obtain a building permit within one year of closing on the lot.

Authority members discussed the terms of the offer as well as comparable offers and development agreements in Lake Park Villas. Motion by Linda Kennedy, seconded by Bob Stevens, to approve the terms of the Offer to Purchase for Lot 70, 913 Clover Court. The motion carried.

3. **Listing Agreement – Richard DeKleyn, Coldwell Banker**

PP Englebert presented the listing agreement for Lake Park Villas to the Redevelopment Authority. Staff has reached an agreement with Richard DeKleyn from Coldwell Banker to market the remaining residential lots owned by the RDA in Lake Park Villas. The listing contract is a one year agreement and guarantees an 8% commission for any lots sold during that time. There is also a minimum commission of \$2,450 for each lot sale. Authority members debated the terms of the listing agreement. Ald. Nichols asked if commission would be paid for lots already pledged in existing development agreements. PP Englebert explained that lots already guaranteed to developers were excluded from the listing agreement.

Motion by Linda Kennedy, seconded by Kim Vanderhyden, to approve the Listing Agreement with Richard DeKleyn – Coldwell Banker. The motion carried.

G. ADJOURNMENT

Motion by Ald. Nichols, seconded by Kim Vanderhyden to adjourn at 5:45 PM. The motion carried.

Minutes respectfully submitted by PP Englebert.