

**CITY OF MENASHA
Redevelopment Authority
100 Main Street-Room 132/133
August 1, 2017
MINUTES**

A. CALL TO ORDER

The meeting was called to order at 5:00 pm by Chairmen Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Kim Vanderhyden, Ald. Rebecca Nichols, Bob Stevens, Linda Kennedy, and Matt Vanderlinden.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden and Gail Propp.

OTHERS PRESENT: Alderman Arnie Collier, Jerry Haen (Van's Realty and Construction), and Richard DeKleyn (Coldwell Banker).

C. MINUTES TO APPROVE

1. Minutes of the May 25, 2017 Redevelopment Authority Meeting

Motion to approve the May 25, 2017 Redevelopment Authority meeting minutes as presented made by Linda Kennedy, seconded by Bob Stevens. Motion carried unanimously.

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

No one spoke.

E. ACTION ITEMS

1. Van's Construction Builders Credit Extension

CDD Buck stated that the Redevelopment Authority entered into a Land Purchase and Development Agreement with Van's Realty and Construction for the purchase and certain lots in the subdivision at Lake Park Villas in September of 2016. Certain obligations of the agreement included that Van's will build homes on each of the original five lots purchased within one year of closing with the RDA and upon completion of each home and sale to a third party buyer, Van's will be credited with a \$10,500 "builder's credit" for each lot. Van's has constructed two of the five homes and are concerned they will be unable to meet their obligation of constructing all five homes within 2017 due to timing issues associated with the purchase of the lots, difficult weather conditions over the winter and spring, and roadway weight limits. They are concerned that they will subsequently lose the builders credit and are therefore requesting an amendment to the Land Purchase and Development Agreement extending the timeframe for construction of homes from December 31, 2017 to December 31, 2018. City staff recommends approval of the amendment in order to continue development of the Lake Park Villas subdivision and build new homes for residents in the City of Menasha.

Discussion ensued regarding Van's progress on construction and estimated timing to complete the three remaining homes. The commission inquired to whether this amendment would affect other portions of the original agreement and CDD Buck responded that the proposed amendment did not affect any other part of the original agreement except the one-year extension to construct the first five homes. Mr. Haen (Van's Realty and Construction) described the progress they have made with construction and that they anticipate that they will complete the three remainder homes by the summer of 2018.

Motion to approve the Amendment to the Land Purchase and Development Agreement with Van's Realty and Construction as presented was made by Linda Kennedy, seconded by Matt Vanderlinden. Motion carried unanimously.

F. Discussion

1. Lake Park Villas Lot Sales Update

CDD Buck went over the staff memo describing that three lots within the Villas have been sold to date and two offers to purchase have been accepted. Mr. Buck added that after these five lots are sold, the RDA will remain the owner of 48 of the 112 residential lots within the subdivision.

Richard DeKleyn (Coldwell Banker) stated that his website listing the lots received approximately 35 views per week on average. He added that he has installed a large sales sign on Lake Park Road, a small sign on Fountain Way, eight signs at locations where multiple lots are for sale, posted sold signs on the yet undeveloped lots that have been sold, and contacted area builders through the Homebuilders Association. Additionally, Mr. DeKleyn said he has a party interested in two more lots with the thought of consolidating them for a larger home. Kim Vanderhyden asked how these sales compare to other subdivisions and Mr. DeKleyn stated that the subdivision is unique in that there is a homeowners association but that he feels the lots are priced appropriately and is confident that sales will go well. Matt Vanderlinden asked if the homeowners association is a positive or negative element associated with sales and Mr. DeKleyn stated both in that they will appeal to a more specific buyer who is looking for the amenities associated with the association but that these buyers are not as numerous as conventional lot purchasers.

2. Lot Reconfiguration/Consolidation

CDD Buck explained that there have been several inquiries regarding eliminating or consolidating the smaller lots within the subdivision, especially if they do not front on open spaces or outlots. Mr. Haen explained that they purchased a lot with backs up to Lot 90, which is a very small lot and are having difficulties selling it because of the proximity the home will have to the side yard of Lot 90.

CDD Buck explained that Lake Park Villas is not a conventional subdivision and it was designed as a "conservation design" or "cluster subdivision" in that the lots are smaller than a typical subdivision and that setbacks are reduced to have more compact housing development but that the neighborhood or community itself has amenities not found in a regular subdivision like a homeowners association that collectively mows lawns and clears snow. He added that it also has a greater area of community open space, trails, and fountains that are privately owned and not open to the outside public as well as trail connections to the commercial areas on Lake Park Road. CDD Buck explained the

concept of a “conservation design” subdivision as it applies to the Villas and stated that the smaller lot sizes are intentional. He did not recommend reconfiguring or consolidating lots at this time as it could change the dynamic of the subdivision and may have a negative effect on the homeowners association’s financing, RDA return on investment and tax base that would be diminished with fewer homes.

The Redevelopment Authority discussed potential alternate sales and marketing outlets for this type of neighborhood and provided suggestions to Mr. Dekleyn. The Authority determined that they would reexamine the lot configuration after this selling season and determine if adjustments need to be made to the sizes and pricing.

G. Adjournment

Ald. Rebecca Nichols motioned to adjourn the meeting at 6:22 pm. Motion was seconded by Kim Vanderhyden. Motion carried unanimously.

Minutes respectfully submitted by CDD Buck.