

**CITY OF MENASHA
Redevelopment Authority
100 Main Street – Room 133
December 4, 2018
MINUTES**

A. CALL TO ORDER

The meeting was called to order at 5:07 PM by Chairperson Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairman Kim Vanderhyden, Alderperson Rebecca Nichols, Kip Golden, Matt Vanderlinden, Gail Popp, and Bob Stevens

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Shane Correll

OTHERS PRESENT: CDD Sam Schroeder, AP Joe Stephenson, Attorney Pam Captain, ASD John Jacobs, Mayor Merkes, and John Bergstrom (Representing Lake Park Swim and Fitness).

C. MINUTES TO APPROVE

1. Minutes of the November 5, 2018 Redevelopment Authority Meeting

Matt Vanderlinden made a motion to approve the minutes from the Redevelopment Authority Meeting on October 2, 2018. The motion was seconded by Bob Stevens. The motion carried.

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

Public comments were taken throughout the entire meeting.

E. DISCUSSION / ACTION ITEMS

1. Counter Offer to Purchase – Lot 10 and 11 Lake Park Square – Lake Park Swim and Fitness

Chairman abstained from discussion and left the room. The chair was given to Alderperson Nichols for the duration of item E-1 at 5:04 PM.

CDD Schroeder gave a background on counter offer to purchase lots 10 and 11 Lake Park Square. The counter offer from Lake Park Swim and Fitness, LLC Dated 11/10/2018: is an offer to purchase lots 10 and 11 of Lake Park Square for \$125,000 and with the following:

- There is a right of reversion deed restriction that allows the redevelopment authority to purchase back lot 10 and 11 for \$125,000 less the closing costs if building permits are not obtained within 3 years of the closure date.
- The value of any development on the two lots shall be a minimum of \$220,000 per acre.
- There shall be no assignment or resale of the property to a non-profit organization as recorded with the deed.

The RDA discussed the offer in detail with the following items being discussed:

- The potential project.
- The RDAs lack of lot sales.
- Recent business activity at Lake Park Square.
- RDA Debt.

John Bergstrom, representing Lake Park Swim and Fitness, LLC, informed the RDA that him and his group of investors do not have a project for the two lots but will be aggressively marketing the lots. The intention of the acquisition is to allow the marketing for a larger project.

Bob Stevens made a motion to accept the counter from Lake Park Swim and Fitness LLC. The motion was seconded by Matt Vanderlinden.

Discussion ensued about who would pay the taxes on the property should they not close before the end of the year.

Mr. Bergstrom indicated that due to the timing, it might be hard to close before January 1st but in good faith should closing not happen, they would be willing to also pay next year's taxes.

Matt Vanderlinden made a motion to amend the previous motion with the following: should the closing of the property not happen prior to 2018 years end, Lake Park Swim and Fitness, LLC shall make a comparable payment in lieu of taxes (PILOT) based upon the future assessed value of the lots. The motion for an amendment was seconded by Kip Golden. The motion carried.

A vote was then taken on the original motion with the amendment. The motion carried.

At 5:30 PM Gail Popp entered the meeting.

2. Listing Agreement – Lake Park Square

Alderson Nichols made a motion to approve the listing agreement amendment with NAI Pfefferle for Lake Park Road extending the agreement one year excluding the lots just sold to Lake Park Swim and Fitness LLC, Lots 10 and 11. In addition the county on the listing contract will be changed from Winnebago to Calumet County. The motion was seconded by Gail Popp. The motion carried.

3. Development Agreements Between the Redevelopment Authority of the City of Menasha and Van's Reality and Construction

CDD Schroeder gave a brief background on the development agreement between the RDA and Van's Reality and Construction (Van's). Through this development agreement Vans, purchased 5 lots. In addition, Van's also executed its option on 1 other lot. Having sold 2 homes, having 3 lots currently under construction and the 6th remaining vacant, Van's is requesting the agreement to construct and sell these homes be extended one year to allow the completion and extension of the builders credit. In addition to this request, Van's would agree to purchase the remaining 4 option lots which will then be constructed and sold over the course of the next two years and be eligible for the agreed upon builders credit.

Attorney Captain informed the RDA that she believes the option Lot 70 is not eligible for the builders credit.

The RDA felt that Van's was doing a good job building and selling lots. Van's has proven they can properly market the Lake Park Villas Development but the RDA also wanted to make sure that Van's proposal was more fully vetted by staff and an official amendment be brought to the following meeting.

No action was taken with anticipation that this item will be brought forward at the next RDA meeting.

4. Public Works Facility USDA Loan Update

5. USDA Loan Application

Items E-4 and E-5 were talked about in conjunction with each other.

ASD John Jacobs presented new information regarding the USDA loan application for the Public Works Facility. The first process to use the USDA loan is to be preapproved. ASD Jacobs has filled out all the paper work to be preapproved by the USDA loan. Before the paper work can be sent in the Chairperson of the RDA must sign the documents and allow the preapproval application to be sent in. The RDA does not need to pass a formal resolution at this time.

A motion was made by Alderperson Nichols to approve the application for the USDA Loan for the Public Works Facility and authorizes the chairperson to sign the required documents.

CDD Schroeder indicated, which was acknowledged by ASD Jacobs, that a resolution officially approving and accepting the USDA loan will be brought back to the RDA for its consideration before bids for the public works facility are accepted.

The motion was seconded by Bob Stevens. The motion carried.

6. Lawson Canal Discussion

CDD Schroeder informed the RDA that no new developments had occurred with the Lawson Canal. The City Council has approved staff to continue the investigation into acquiring the Lawson Canal. No action was taken.

7. Banta/RR Donnelley Property – 460 Ahnaip Street

CDD Schroeder informed the RDA that there minor progress and conversations with the DOT continue following the acceptance of the environmental procedure and the public information meeting held on November 28, 2018. Over the next several months, staff will start real estate discussions with the Dot and ensure that updates are brought forward to the RDA for discussion. No action was taken.

8. Draft 2019 Meeting Calendar

The draft calendar for 2019 meetings was presented to the RDA.

9. Set Next Meeting

The next meeting was set for January 8, 2019 at 5:00 PM.

F. ADJOURNMENT

A motion was made by Alderperson Nichols, seconded by Kip Golden, to adjourn the meeting at 6:26 PM. The motion carried

Minutes respectfully submitted by AP Stephenson.