

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Menasha**

**December 3rd, 2019
MINUTES**

A. CALL TO ORDER

The meeting was called to order at 5:16 PM by Chairperson Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairperson Kim Vanderhyden, Alderperson Nichols, Matt Vanderlinden, Bob Stevens, Shane Correll, Kip Golden and Gail Popp.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED:

OTHERS PRESENT: CDD Schroeder, AP Stephenson, Attorney Captain, DPW Alix, Kathleen Isaasson (WDC), Mark Dix (Stone Toad), Robin Moncoske (1021 Oneida St), Matt Hooyer (WDC), Connie Bachhuber (WDC), Mark Vanderwegan (1035 Mosshaven Ct), Kate Vanderwegan (1035 Mosshaven Ct), Justin Grancuto (1045 Tracey St), Minna Nousiainen-Beclr (WDC), Kayla Baudhuin (WDC), Jim Zahorik (2124 Ridgecrest Lane), Jenny Zahorik (2124 Ridgecrest Lane), Mark Mayer (WDC), Melissa Kurtzweil (WDC), Mackensie Mezzeno (WDC), Hayley Collen (WDC), Aimee McClure (1143 Murgan Taylor Ct), Shannon Tischer (WDC), Jamie Dorga (WDC), Morgan Borer (WDC), Michael Mancosle (1021 Tracey St), Lauren Gaines (WDC), Karen Gaines (WDC), Scott Koehler (2092 Coventry Ct), John Goenen (817 Appleton Rd), Mary Jo Plamam (WDC), Donna Gasborro (WDC), Suimi Canthy (WDC), Mary Svitavsky (WDC) Lenda Zwieg (1110 Southfield Dr), Lori Kochler (2092 Coventry Ct), Elise Achther (WDC), Marte Achther (WDC), Kathie Landro (WDC), Judi Drum (WDC), Cindy Veit (WDC), Delra Lupun (WDC), Chack Luglie (2051 Manitowoc Rd), Traci Runve (WDC), Brandon Nilio (WDC), Camille Hayes (WDC), Barb Sleile (2205 Conelet Ct), Ross Martin (1146 Southfield Dr), Ken Kubiak (1214 Frederik Dr), Chelsea Wood (WDC), Mary Anne Herwig (WDC), Sally Coveyeau (1069 Province Terrace), Michelle Orarerog (219 Roeland Ave), Tom Manhall (1166 Fieldview Dr), Debra Zierler (WDC), Margner Eoflowon (WDC), Maghan Vos (WDC), Barbara Hoffman (WDC), Andre Jacque (1st Senate District), Laura Steidl (WDC), Wade Steidl (WDC), Dawn Lucier (1066 Southfield Dr), Kevin Frusher (WDC), Paige Chapman (WDC), Tera Bartz (WDC), Joy Lockery (WDC), Victoria Flowers (WDC), Kathy Mahoray (WDC), Michael Lorbiecki (1198 Fieldview Dr), Jennifer Picard (WDC), Lisa Jacobson (WDC), Scott Jacobson (WDC), Greg Dahlk (WDC), Deborah Rohloff (WDC), Gail Laha (WDC), Charlene Johnson (WDC), Richard Nussbaum (1153 Southfield Dr), Euich Nussbaum (1153 Southfield Dr), Sandra Kantak (2059 Manitowoc Rd), Brian Marsh (1061 Tracey St), Nate Jewis (1121 Fieldview Dr), John Duffin (1202 Southfield Dr), Nancy Zolkowski (WDC), Megan Krema (WDC) Crystal Schroeder (1044 Tracey St), Susan Jahnke (1086 Southfield Dr), Dan Gueths (2035 Manitowoc Rd), Susan Hayes (WDC), Diane Tamulion (2100 Grassy Plains Dr), Kelly McCarthy (1175 Southfield Dr), Christina Rappel (WDC), Amy Pope (1070 Province Terrace), Mike Juegenbin (WDC), Lynne Dahlen (WDC), Tom Schulz (WDC) Mary Schulz (WDC), Michael Allen (WDC), Bethany Reilly (WDC), Patty Hoehne (WDC), Len Hoehne (WDC), Amy Schneider (WDC), Susan Beck (WDC), Amy Greiger (1118 Fieldview Dr), Shaun Rice (1118 Fieldview Dr), Wayne Vandenlangberg (WDC), Jim Kraus (1174 Fieldview Dr), Wendy Kraus (1174 Fieldview Dr), Steve Sanderfoot (1132 Northfield Ct), Ralph Liesch (1035 Halvce St), Jennifer Kettleson (WDC), Suze Walker (WDC), Don Stanislawski (WDC), Gayle Kukulkan (WDC), Peny Garbe (WDC), William Vandersteen (101 Washington Ave), Jane Keberlein (2163 Plank Rd), Julie Kornfeild) 2157 Deer Haven Dr), Margie Hofman (WDC), Lou Piettz (WDC), Lousie Torkelson (WDC), Becky Ruder (WDC), Craig Kubiak (969 Kernan Ave), Linda Zweek (1110 South Field Dr), Chuck Thompson (2051 Manitowoc Rd), and Pat Erickson (WDC).

C. PUBLIC HEARING

(five (5) minute time limit for each person)

1. Resolutions for Designation of Certain Properties as Blighted: 455 Baldwin Street, Lots 1,2, 4, 5, 10, 11 and 12, Province Terrace, 2011 Manitowoc Road, 2035 Manitowoc Road and 2043 Manitowoc Road

CDD Schroeder gave a background on the resolution for designation of certain properties as blighted.

Susan Haase (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Christina Rappel (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Mary Svitavsky (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Hannah Smit (2035 Manitowoc Road): Spoke against the blighting of 2035 Manitowoc Road.

Len Hoehne (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Morgan Borer (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Craig Kubiak (969 Kernan Ave): Spoke against blighting any of the properties.

Andre Jacque (1st Senate District): Spoke against the blighting of 2043 Manitowoc Road.

Barb Sleile (2205 Conelet Ct): Spoke against the blighting of 2043 Manitowoc Road.

Sally Coveyeau (1069 Province Terrace): Spoke against the blighting of 2043 Manitowoc Road.

Victoria Flowers (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Jim Kraus (1174 Fieldview Dr): Spoke against the blighting of 2043 Manitowoc Road.

Amy Schnieder (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Linda Zweek (1110 South Field Dr): Spoke against the blighting of any properties.

Dan Gueths (2035 Manitowoc Rd): Spoke against the blighting of 2035 Manitowoc Road.

Don Stanislawski (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Steve Sanderfoot (1132 Northfield Ct): Spoke against the blighting of any property.

Chuck Thompson (2051 Manitowoc Rd): Spoke against the blighting of 2043 Manitowoc Road.

Cindy Veit (WDC): Spoke against the blighting of 2043 Manitowoc Road.

Amy Pope (WDC): Spoke against the blighting of any properties.

D. MINUTES TO APPROVE

Item D1 was approved after action items F1 and F2 at 6:34 PM.

1. Minutes of the November 5, 2019 Redevelopment Authority Meeting

Alderperson Nichols made a motion to approve the minutes of the November 5th, 2019 Redevelopment Authority. The motion was seconded by Comm. Stevens. The motion carried.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

(five (5) minute time limit for each person)

No public comments at this time.

F. DISCUSSION / ACTION ITEMS

Action Items F1 and F2 were moved ahead of item D1 at 6:15 PM.

1. Resolution R-1-19: Designation of Certain Properties as Blighted: 455 Baldwin Street

CDD Schroeder gave a background on the project at 455 Baldwin Street and the Redevelopment Authorities role in the new public works facility.

Alderperson Nichols made a motion to approve resolution R-1-19 determining certain properties as blighted properties per Wisconsin Statute 66.1333 (5)(c)(lg). The motion was seconded by Comm. Stevens. The motion carried.

2. Resolution R-2-19: Designation of Certain Properties as Blighted: Lots 1,2, 4, 5, 10, 11 and 12, Province Terrace, 2011 Manitowoc Road, 2035 Manitowoc Road and 2043 Manitowoc Road

The Redevelopment Authority discussed this item at length including:

- The process of blighting a property

- What blight means and how the definition is very broad
- The need to blight the city owned lots to move forward with the public works facility
- Blight will not have any negative affect on neighboring property values
- Blight as a tool for redevelopment
- The role the dog club plays in the community

Aldersperson Nichols made a motion to approve the Resolution R-2-19 determining certain properties as blighted properties per Wisconsin Statute 66.1333 (5)(c)(lg) excluding 2043 Manitowoc Road, 2035 Manitowoc Road, and 2011 Manitowoc Road and recommend the Common Council approve the acquisition of the City owned properties for the purpose of carrying out blight elimination and urban renewal projects. The motion was seconded by Comm. Vanderlinden. The motion carried on roll call vote with all members voting “yes”.

3. Public Works Facility – 455 Baldwin Street (USDA Loan)

a. Development Agreement between the RDA and the City of Menasha

Attorney Captain gave a background on the development agreement between the RDA and the City of Menasha.

b. Lease and Buyback Agreement between the RDA and the City of Menasha

Attorney Captain gave a background on the buyback agreement between the RDA and the City of Menasha.

c. First Amendment to April 2011 Development Agreement between the RDA and the City of Menasha

Attorney Captain gave a background on the First Amendment development agreement between the RDA and the City of Menasha.

Aldersperson Nichols made a motion to approve items F3a, F3b and F3c, the development agreements and the lease buyback agreement. The motion was seconded by Comm. Vanderlinden. The motion carried.

d. USDA Forms

I. 1940-Q: Certification for Contracts, Grants and Loans (Index 3-7)

II. AD-1048: Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion (Index 3-9)

III. RD 1910-11: Application Certification Federal Collection Policies for Consumer or Commercial Debts (Index 3-10)

IV. RD 400-1: Equal Opportunity Agreement (Index 3-11)

V. RD 400-4: Assurance Agreement (Index 3-12)

VI. RD – WI 442-32: Opinion of Counsel Relative to Compliance with Zoning Laws and Development Plans (Index 3-22)

Attorney Captain gave a detailed description of USDA forms I-VI.

Comm. Vanderlinden made a motion to authorize signing of the USDA forms. The motion was seconded by Comm. Popp. The motion carried.

4. Offer to Purchase – Lots 18 through 24 – Cypress Homes

CDD Schroeder gave an update on the offer to purchase Lots 18 through 24 by Cypress Homes.

The RDA discussed the offer and asked staff to negotiate a deal and bring it back to the next meeting.

5. Lake Park Villas Listing Update (Agent Gail Popp)

a. Lot Sale – 912 Clover Court (Lot 8R)

Agent Gail Popp informed the Commission that two (2) lots have sold.

6. Banta/RR Donnelley Property – 460 Ahnaip Street – General Discussion/Update

No update at this time.

7. 2020 Meeting Schedule

CDD Schroeder presented next year's meeting schedule.

8. Set Next Meeting

The next meeting was set for January 7th at 5:15 PM.

G. ADJOURNMENT

Comm. Popp made a motion to adjourn the Redevelopment Authority Meeting at 7:23 PM. The motion was seconded by Comm. Vanderlinden. The motion carried.

Minutes respectfully submitted by AP Stephenson.