

CITY OF MENASHA
Redevelopment Authority
100 Main Street – Room 132
April 2, 2019
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chairperson Kim Vanderhyden at 5:17 PM.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairperson Kim Vanderhyden, Alderperson Rebecca Nichols, Matt Vanderlinden, Gail Popp, and Shane Correll,

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden, and Bob Stevens.

OTHERS PRESENT: CDD Sam Schroeder, AP Joe Stephenson, Attorney Pam Captain, Alderperson Tom Grade (District 6), Alderperson Randy Ropella (District 8), Sandra Dabill-Taylor (545 Broad Street), Stan Sevenich (District 3), ASD John Jacobs.

C. MINUTES TO APPROVE

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

Alderperson Nichols made a motion to approve the meeting minutes from March 5, 2019 Redevelopment Authority Meeting. The motion was seconded by Shane Correll. The motion carried.

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

Alderperson Stan Sevinich (District 3): Thanked the Redevelopment Authority members for their time and commitment to the City of Menasha.

E. DISCUSSION / ACTION ITEMS

1. Lake Park Villas Home Owners Association Dues

CDD Schroeder gave an update on Lake Park Villas Home Owners Association Dues. Due to the winter, the association surpassed their snow removal budget (not a common area expense) which relates to the snow removal of all driveways and sidewalks. The budgeted amount was \$24,000 and they currently have bills north of \$86,000. While some of this amount can be absorbed through a reserve fund, they will need to specially assess the home owners within this area or temporarily approve a loan. However, both of these action items require a meeting of the full ownership group not just the board, which they are unable to meet until the end of April. With bills coming due, the HOA Board has requested the RDA consider the advancing a portion of their annual dues in the amount of \$20,000.

A motion was made by Alderperson Nichols to approve advancing a portion of the RDA's annual dues in the amount of \$20,000. The motion was seconded by Matt Vanderlinden. The motion carried.

2. Banta Historical Elements – Historical Society

CDD Schroeder informed the Redevelopment Authority that the historical society as well as members of the Landmarks Commission have gone through the Banta facility and identified items they are interested in preserving.

The Redevelopment Authority entered into a conversation about the following historic items:

Items to be preserved for historic purposes:

- Employment/hours sign at the south entrance
- Railing in the East Front Lobby
- Door Numbers “1” and “2” at the South Entrances
- Stained Freight Elevator barrier
- Three wood cabinet displays

Items with to be used by the historic society with less historic significant:

- Two silver metal display cases
- Projector screen recessed in the ceiling

Items that should be donated to the City or future developer:

- Limestone entry on South Façade – door one
- Alabaster chandelier
- George Banta vault door
- Chandelier above the spiral stair case
- Roof fire escape
- Fire hose reel

A motion was made by Alderperson Nichols to approve the list of items to be donated to the historical society or to be set aside as separate and not included in any demolition quotes or contracts, as presented. Any easily obtainable items can be collected prior to demolition. The motion was seconded by Matt Vanderlinden. The motion carried.

3. Promissory Note and Loan Agreement Extension – 835 Kelsey Brook Court – Cypress Homes

CDD Schroeder informed the Redevelopment Authority that he has not heard from Cypress Homes and would be cashing the promissory note.

4. Banta/RR Donnelley Property – 460 Ahnaip Street

CDD Schroeder informed the Redevelopment Authority that the DOT is still getting an appraisal for the Banta building. The DOT is allowing the City of Menasha to start their assessment before the DOT's assessment is completed.

5. Lawson Canal Discussion

There is no update for the Lawson Canal.

6. Set Next Meeting

The next meeting was set for May 7, 2019 at 5:15 P.M

F. ADJOURNMENT

Alderperson Nichols made a motion to adjourn the meeting at 6:07 PM. The motion was seconded by Kim Vanderhyden. The motion carried.

Minutes respectfully submitted by AP Stephenson.