

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

**January 7, 2020  
MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 5:17 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 and PP Stephenson.

**C. PUBLIC HEARING**

None

**D. MINUTES TO APPROVE**

**1. Minutes of the December 3, 2019 Redevelopment Authority Meeting**

Comm. Popp made a motion to approve the minutes of the December 3, 2019 Redevelopment Authority Meeting. The motion was seconded by Comm. Vanderlinden. 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**

**1. Purchase and Development Agreement – Lake Park Villas Lots 18 through 25 – Cypress Homes, Inc.**

CDD Schroeder gave an update of the proposed development agreement for Lots 18 through 25. Cypress would agree to purchase 8 lots within the Lake Park Villas development, closing on one lot immediately with the remaining 7 lots contingent upon a plat revision and the acquisition of property from the City of Menasha.

Chairperson Vanderhyden made a motion to approve the purchase and development agreement selling 8 lots at a reduced price finding it necessary to stimulate the sale of these lots and construction of the homes in the development. The motion was seconded by Comm. Vanderlinden. The motion carried.

**2. Letter of Intent – Lake Park Villas Lots 3 and 4 – FORE Real Estate Holdings, LLC**

CDD Schroeder gave an update on the proposed letter of intent to purchase Lots 3 and 4 of Lake Park Villas. CDD Schroeder explained the developer wishes to secure a letter of intent to bring back a purchase and development agreement to acquire the two properties to develop high end, age restricted living facility with an estimated end value of roughly \$7,000,000.

The redevelopment authority entered into a conversation with the following being discussed:

- The developers vision for lots 3 and 4.
- The height and size of the proposed development.
- The need for visualize for the RDA to make a decision.

- The proposed use of the site.
- The impact of the development on neighboring properties.

Alderson Nichols made a motion to approve the proposed letter of intent to sell Lots 3 and 4 of Lake Park Villas. The motion was seconded by Comm. Popp. The motion carried.

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

CDD Schroeder gave a brief update on the Banta facility.

**4. Set Next Meeting**

The next meeting was set for February 4, 2020 at 5:15 PM.

**G. ADJOURNMENT**

A motion was made by Comm. Golden to adjourn the meeting at 6:45 PM. The motion was seconded by Comm. Popp. The motion carried.

*Minutes respectfully submitted by PP Stephenson.*