

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

**February 4th, 2020
DRAFT MINUTES**

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden and Shane Correll

OTHERS PRESENT: CDD Schroeder, PP Stephenson, Tom Klister (FORE Real Estate), and Dan O'Connell (OMNNI).

C. PUBLIC HEARING

No public comments at this time.

D. MINUTES TO APPROVE

1. Minutes of the January 7, 2020 Redevelopment Authority Meeting

Alderperson Nichols made a motion to approve the minutes of the January 7th, 2020 Redevelopment Authority meeting. The motion was seconded by Comm. Popp. The motion carried.

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

Tom Klister (FORE Real Estate) verbally presented to the RDA the preliminary plans for Lots 3 and 4 of Lake Park Villas.

F. DISCUSSION / ACTION ITEMS

1. Limited English Proficiency Policy Statement

CDD Schroeder explained the Limited English Proficiency Policy to the RDA.

A motion was made by Alderperson Nichols to adopt the LEP policy for the Redevelopment Authority. The motion was seconded by Comm. Popp. The motion carried.

2. Lake Park Villas Lots 3 and 4 – FORE Real Estate Holdings, LLC – Update

Tom Klister gave additional background passed around imagery of the proposed development for independent living facilities. The preliminary proposal included (3) – three story buildings with underground parking.

The Redevelopment Authority entered into a conversation with the following being discussed:

- Use of the property
- How tall the buildings would be.
- Building proposal on lot 4 abutting the pond and single family homes
- Potential for expansion or repositioning of the buildings to better accommodate the space and aesthetics of the area.
- Addressing for the new units.

No action was taken but the RDA felt that the proposed facility was a good use for the property and agreed with the majority of the developer's vision.

3. Banta/RR Donnelley Property – 460 Ahnaip Street

a. Environmental Overview (OMNNI)

Dan O'Connell (Omni) gave a presentation regarding the environmental findings for the Banta facility and adjacent peninsula. The adjacent peninsula site had favorable findings, with fewer than expected environmental issues. The RDA anticipates working with OMNNI and the Wisconsin DNR to obtain case closure on portions of the site.

b. General Discussion/Update

CDD Schroeder gave an update on the Banta Property and adjacent canal/development. Indicating that the City Parks Department would like to continue to work with the RDA to move forward on the canal project. In addition, the timeline for the DOT demolition of the Banta facility which has been delayed due to state review to whereas they are requesting the RDA to extend the Temporary Limited Easement.

The RDA entered into a conversation with the following being discussed:

- Acquisition of the Lawson Canal.
- Water rights associated with the canal.
- Vision for the Banta Property.
- Keeping the 4 story building versus demolishing it.

The RDA gave staff direction to move forward with collecting the details for acquiring the Lawson Canal.

4. Set Next Meeting

The next meeting was set for March 3rd at 5:15 PM.

G. ADJOURNMENT

Comm. Popp made a motion to adjourn the meeting at 6:57 PM. The motion was seconded by Comm. Stevens. The motion carried.

Minutes respectfully submitted by PP Stephenson.