

A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected than any official action of any of those bodies will be taken).

**CITY OF MENASHA
REDEVELOPMENT AUTHORITY
Menasha City Center
October 5, 2021
Room 133**

5:15 PM

Or immediately following the Plan Commission meeting

AGENDA

**PER CITY OF MENASHA COVID-19 GUIDELINES, ALL ATTENDEES
ARE REQUIRED TO WEAR A FACE COVERING**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. Minutes of the August 31, 2021 Redevelopment Authority Meeting

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

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

F. DISCUSSION / ACTION ITEMS

1. Residential Lot Sale Update – Lake Park Villas (Gail Popp)
2. 2021 Redevelopment Authority Financial Overview and
3. 2022 Proposed Redevelopment Authority Budget
4. Consideration of Land Acquisition – Portions of the former Gilbert Paper Mill Site (Parcel 3-00527-04)
 - a. The RDA may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e):
Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Land Acquisition Portions of Parcel 3-00527-04).
 - b. The RDA may adjourn into Open Session to take action on items discussed in closed session.
5. Set Next Meeting

G. ADJOURNMENT

If you have questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday.

CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
August 31st, 2021
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chairperson Vanderhyden at 5:15 PM.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Shane Correll, and Kip Golden

OTHERS PRESENT: CDD Schroeder and PP Stephenson

C. PUBLIC HEARING

None.

D. MINUTES TO APPROVE

1. Minutes of the August 3, 2021 Redevelopment Authority Meeting

Alderperson Nichols made a motion to approve the minutes of August 3rd, 2021 RDA meeting. The motion was seconded by Matt 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.

F. DISCUSSION / ACTION ITEMS

1. Residential Lot Sale Update – Lake Park Villas (Gail Popp)

Gail Popp gave an update on lots sales.

2. Update on the Banta/Gilbert Redevelopment

CDD Schroeder gave a background on the Banta Gilbert Redevelopment Site.

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

- Future land uses of the Gilbert Site
- Oak Street extension
- Racine Street Bridge shutdown time period
- Lawson Canal grants

No action was taken.

3. Set Next Meeting

The next meeting was set for October 5th.

G. ADJOURNMENT

Chairperson Vanderhyden made a motion to adjourn the meeting at 5:31 PM. The motion was seconded by Gail Popp. The motion carried.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ADJUSTED BUDGET	2021 YEAR TO DATE ACTUAL	2021 YEAR END PROJECTION	2022 DEPARTMENT REQUEST
Redevelopment Authority						
501-0000-466.00-00	Misc General Revenue	3,500	0	2,500	2,500	0
501-0000-481.10-00	Economic Development	405,911	414,254	414,254	414,254	422,847
501-0000-492.17-00	General Fund	0	5,000	0	0	0
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*	Redevelopment Authority	409,411	419,254	416,754	416,754	422,847
Community Development						
501-0304-562.21-01	Legal	0	5,000	0	0	5,000
501-0304-562.21-02	Engineering	25,353	40,000	0	0	30,000
501-0304-562.21-08	Recording Fees	364	3,000	100	300	3,000
501-0304-562.21-10	Marketing	0	2,500	0	0	2,500
501-0304-562.22-03	Electricity	3,759	5,000	1,225	1,800	2,500
501-0304-562.22-05	Water/Sewer	3,723	5,000	295	440	600
501-0304-562.22-06	Storm Water	12,516	14,000	8,082	10,000	7,600
501-0304-562.32-01	Dues/Memberships/Licenses	27,821	23,544	17,902	23,544	22,320
LEVEL	TEXT	TEXT AMT				
TOTB	PRORATED RDA SHARES OF HOA COMMON AREA DUES	22,320				
		22,320				
501-0304-562.74-01	Sale of Land	291,646	55,000	13,622	18,122	55,000
LEVEL	TEXT	TEXT AMT				
TOTB	LOSS ON SALE - DEVINC. - BLD CREDIT - CLOSING COST	55,000				
		55,000				
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*	Community Development	365,182	153,044	41,226	54,206	128,520
Debt Service-Principal						
501-0409-571.61-01	Principal	0	215,605	0	0	227,463
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*	Debt Service-Principal	0	215,605	0	0	227,463
Debt Service-Interest						
501-0410-571.61-02	Interest	184,175	172,935	172,935	172,935	161,077
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*	Debt Service-Interest	184,175	172,935	172,935	172,935	161,077
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**	Redevelopment Authority	958,768	960,838	630,915	643,895	939,907

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020 ACTUAL	2021 ADJUSTED BUDGET	2021 YEAR TO DATE ACTUAL	2021 YEAR END PROJECTION	2022 DEPARTMENT REQUEST
		----- 958,768	----- 960,838	----- 630,915	----- 643,895	----- 939,907



MEMORANDUM

Date: October 5, 2021

To: Redevelopment Authority

From: Community Development Department/SS

RE: **Consideration of Land Acquisition – Portions of the Former Gilbert Paper Mill Site (Parcel 3-00527-04)**

Currently the former Gilbert Paper Mill Property, parcel 3-00527-04 (outlined in purple) is owned by the PJC Group, LLC. The property is a known brownfield site having remnant soil contamination on site. Overall, the property is 5.534 acres and is assessed at \$674,000 (\$121,793 per acre). The City does have a right to purchase 0.821 acres of the property for the future Lawson Canal Project (area in red). The last known listing price for the overall property was \$1.4M (\$252,982 per acre).

At the previous RDA meeting, it was requested that the consideration to purchase portions of former Gilbert Paper Mill Site being the northern most portion of parcel 3-00527-04 (area in blue) be placed on the agenda. This area is approximately 1.1 acres.

With the implementation of the right to purchase by the City and execution of the Lawson Canal project, the area of interest will be island off from the existing Gilbert Site and would be more suited



developing with the Banta site for conformity purposes. The overall area is seeing improvements including the Racine Street Bridge Project, the demolition of the former Banta building, the redevelopment of the remaining Banta building, the relocation of utilities, the future extension and construction of

Oak Street, the expansion of TID 11, and the continuation of the naturalization of the Lawson Canal.

Items to consider with an acquisition:

- Contamination
- Liability
- Environmental Testing
- Survey
- Future Use
- Future Access
- Acquisition Price
- Remnant Banta Lands (area in green – 0.19 acres)
- Other Contingencies

Please note prior to any acquisition the RDA must obtain the approval from the Common Council. Any offers made must be contingent upon Common Council approval.