

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
February 2, 2021
MINUTES**

A. CALL TO ORDER

Vice-Chairman Golden called the meeting to order at 5:20 PM.

B. ROLL CALL/EXCUSED ABSENCES

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Shane Correll

OTHERS PRESENT: CDD Schroeder, PP Stephenson, CA Captain, and Sandra Dabill-Taylor (545 Broad Street)

C. PUBLIC HEARING

No public hearing at this time.

D. MINUTES TO APPROVE

1. Minutes of the December 8, 2020 Redevelopment Authority Meeting

A motion was made by Comm. Vanderlinden to approve the minutes of December 8, 2020 Redevelopment Authority Meeting. 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)

Sandra Dabill-Taylor, 545 Broad Street, commented on the in-person meetings, the potential assignment of the Banta Development per the Plan Commission submittals, C-2 zoning versus PUD for the Banta property, and high development of River Health.

Comm. Vanderhyden joined the meeting at 5:25 PM and assumed the duties as the Chairman.

F. DISCUSSION / ACTION ITEMS

1. Lake Park Villas Lot Sale Update – Gail Popp

Gail Popp provided an updated of recent interest in the RDA vacant owned lots in the Lake Park Villas Subdivision. While interest and sale of vacant land remains slow, home sale remains high. CDD Schroeder noted the RDA owns 32 residential lots and has a first right of refusal on 7 of these lots.

No action was taken.

2. Lawson Canal Update

CDD Schroeder and CA Captain provided the RDA with an update of the Lawson Canal as it relates to the acquisition, the naturalization process, and the development agreement with YBR Properties for the redevelopment of the Banta building. As of the week prior, the City had received an executed purchase agreement and a signed quit claim deed from the Neenah-Menasha Water Power Company. This deed was sent to the County for recording. This acquisition, met the obligations of the RDA for the development of the former Banta building as the space was needed for the proposed design and use. City Parks Department has also

started to work on pulling the needed information together to bring forward the conversation of the Lawson Canal restoration to the Community.

No action was taken.

3. First Amendment to the Land Purchase and Development Agreement between the Redevelopment Authority and YBR Properties LLC – 460 Ahnaip Street (Former Banta Building)

Comm. Golden abstained from discussion on behalf of the RDA due to conflict with the project.

CDD Schroeder provided the RDA an update of the current development and process moving forward with YBR Properties as it relates to Banta property redevelopment. With Banta 1, LLC on behalf of YBR Properties submitting for Plan Commission approval on 2/2/2021 which was beyond the approval date noted in the original agreement, YBR wanted to update this agreement from the approvals to closing dates to substantial completion. An active agreement that is not in default, will allow YBR properties to move forward in the project and secure final financial approvals.

Noted during public comment was the submittal of approvals to Plan Commission by Banta 1, LLC versus YBR Properties whom the development agreement is with. Staff explain that this is a standard practice in development to place each project into a separate limited liability company. CA Captain added that per the development agreement, the RDA will need to approve the assignment at its subsequent meeting.

General discussion ensued.

Comm. Vanderlinden motioned to approve the first amendment to the land purchase and development agreement between the RDA and YBR Properties LLC as presented for the redevelopment of the remaining portions of the former Banta building located at 460 Ahnaip Street. Motion was seconded by Comm. Stevens. The motion carried 6-0 with Comm. Golden abstaining.

4. Promissory Note Lot 81 Lake Park Villas – Vans Realty and Construction Appleton

CDD Schroeder provided a verbal overview and background of the on-going relationship between the RDA and Vans Realty and Construction as highlighted in the staff memo. Today's request was a request by Vans to provide the described builders credit for the closing of Lot 81 on January 15, 2021. Per the agreement the home was to be sold by December 31, 2020 in order for Vans to be eligible for the builders credit per the development agreement. The

General discussion ensued including: terms of the development agreement and amendments, construction date, date of accepted offer, length to close, and future working relationships.

Comm. Golden motioned to extend the builders credit from the promissory note received for lot 81 of Lake Park Villas to Vans Realty and Construction. Motion was seconded by Comm. Popp. The motion carried.

5. Land Acquisition 2011 Manitowoc Road

CDD Schroeder provided a summary of the discussion from the previous meeting describing the benefit and urban renewal opportunity for the RDA to acquire 2011 Manitowoc Road. Within closed session on December 8, 2020, the RDA provided direction to staff to make an offer to the property owner of 2011 Manitowoc Road with the conditions that the acquisition is approved by the Common Council and the property is determined to be blighted following the requirements of the state statutes. With the owner verbally accepting the general terms, staff has been working with legal representative to draft an agreeable purchase agreement providing the necessary contingencies for the RDA and the flexibility and protections to the Seller.

General discussion ensued regarding terms, process, future development, demolition of the building, breach of agreements, earnest monies, disclosure reports, purchasing as is, and being governmental entity and exemption status.

RDA noted they would like to discuss future development of this site and the other Province Terrace sites at the next meeting.

Comm. Vanderhyden motioned to allow the Executive Director, Chairperson, and the City Attorney to continue to compile and execute a purchase agreement as presented with a cap of earnest monies not to exceed \$2,500.00 and the executed document to be placed on a subsequent RDA meeting. The motion was seconded by Comm. Popp. The motion carried.

6. Set Next Meeting

The next meeting was set for Marcy 2, 2021 at 5:15 PM.

G. ADJOURNMENT

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

Minutes respectfully submitted by CDD Schroeder.