

**CITY OF MENASHA  
Redevelopment Authority  
Menasha City Center  
100 Main Street, Room 132  
February 17, 2022  
MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Chairperson Vanderhyden at 4:36 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

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

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Alderperson Nichols and Kip Golden

OTHERS PRESENT: CDD Schroeder and AP Yang

**C. PUBLIC HEARING**

None.

**D. MINUTES TO APPROVE**

**1. Minutes of the December 7, 2021 Redevelopment Authority Meeting**

Vanderlinden made a motion to approve the minutes of December 7, 2021 RDA meeting. The motion was seconded by Stevens. 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 and CDD Schroeder provided a brief summary of current lots available within the Lake Park Villas areas. Interest has relatively been slow. General discussion of the market ensued.

**2. Option to Purchase and First Right of Refusal Agreement Amendment – Cypress Homes (Lots 1-4 of CSM 2953 and Lots 1-3 of CSM 3511 – Lake Park Villas)**

CDD Schroeder provided a summary of the existing Cypress development and the added option to purchase between the RDA and Cypress Homes. Over the fall of 2021, Cypress had been working with the Lake Park Villas Home Owners Association to purchase a portion of outlot 12. This acquisition would allow them to make the 4 lots of CSM 2953 slightly wider making them more desirable to the current building footprint and market. In December/January, Cypress finally got word that the LPV HOA was agreeable to the terms. In this regards they have requested to extend the option to allow them more time to officially acquire this piece of property and record a CSM before closing on the properties.

General discussion ensued including extending an expired option.

Chairperson Vanderhyden motioned to approve a 6 month extension to August 17, 2022 for the Option to Purchase and First Right of Refusal Agreement between Cypress Homes and the RDA and direct the Executive Director to work with the Chair and the City Attorney to execute the necessary second amendment to allow the extension. Motion was seconded by Popp. The motion carried.

### **3. NAI Pfefferle Listing Agreement Amendment – Province Terrace Lots**

CDD Schroeder provided a summary of the proposed listing agreement amendment.

General discussion ensued in regards to the market, adjoining development, other listing agents, and an expired listing contract.

Chairperson Vanderhyden motioned to approve the amendment to the listing contract with NAI Pfefferle to August 11, 2022. Motion was seconded by Vanderlinden. The motion carried.

### **4. Consideration of Land Acquisition – Portions of the former Gilbert Paper Mill Site (Parcel 3-00527-04)**

CDD Schroeder provided a brief overview of the presented land purchase agreement.

- a. **The RDA may adjourn into Closed Session pursuant to Wis. Statue 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investment 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).**

Chairperson Vanderhyden motioned to adjourn into Closed Session pursuant to Wis. Statue 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investment 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). The motion was seconded by Vanderlinden.

The motion carried on roll call 4-0.

*The meeting went into closed session at 5:04pm*

- b. **The RDA may adjourn into Open Session to take action on items discussed in closed session.**

Chairperson Vanderhyden motioned to reconvene into open session. The motion was seconded by Popp. The motion carried.

*The meeting reconvened in open session at 5:33pm*

After some discussion in closed session regarding the negotiating and investment of public funds due to competitive and bargaining reason, the RDA wished to move forward with the land purchase agreement with a reduced price than what was presented and brought back from discussions between the Executive Director and the property owner.

Chairperson Vanderhyden motioned to approve the land purchase agreement as drafted with the purchase price being reduced from \$175,000 to \$150,000. The motion was seconded by Stevens. The motion carried.

### **5. Set Next Meeting**

The next meeting was set for March 1, 2022.

## **G. ADJOURNMENT**

Chairperson Vanderhyden made a motion to adjourn the meeting in closed session at 5:35 PM. The motion was seconded by Stevens. The motion carried.

*Minutes respectfully submitted by CDD Schroeder*