

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
April 5, 2022
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, Alderperson Nichols, Kip Golden, Kyle Coenen, Gail Popp and Matt Vanderlinden.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Bob Stevens

OTHERS PRESENT: CDD Schroeder, AP Yang, Jordan Ortiz (Beiser Realty, LLC), Brannin Gries (Gries Architectural Group), Tom Van Zeeland (2301 S. Matthias Street, Appleton)

C. PUBLIC HEARING

None.

D. MINUTES TO APPROVE

1. Minutes of the March 1, 2022 Redevelopment Authority Meeting

Ald. Nichols made a motion to approve the minutes of March 1, 2022 RDA meeting. The motion was seconded by 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

Item #2 was discussed first.

1. Residential Lot Sale Update – Lake Park Villas

Gail Popp provided a brief summary of current lots available within the Lake Park Villas areas. The RDA did receive and accept an offer for Lot 90 which will be closing middle to the end of April. There are preliminary conversations with another realtor who is working with a builder that desires to purchase 10 lots, however they do not want to pay the HOA fees.

CDD Schroeder said that if those lots close today, per the covenants the RDA would pay dues for one year, after that, the owner would be billed a fee per lot per month.

2. Offer to Purchase – Province Terrace Lot 12 – 1148 Province Terrace (Parcel 7-00001-12)

CDD Schroeder explained that this site plan and rendering is just preliminary and everything would still need to go through Site Plan Review, Special Use Permit, and State approval. Updated rendering of the site and building were provided at the meeting. If the RDA wished to sell this property, they can execute an offer.

There were questions about what the plans are for the remainder of the site since there is so much open space. They also had questions about the businesses, if there were customers coming in and out, repairs happening in garage, or where materials will be contained indoor versus outdoor.

Tom Van Zeeland responded that he is not married to anything in the drawing other than the location of the site. He just wants to show that this is what he wants built on the site and figure out whether this function fits with the zoning district. He said he does expect customers at this site and that it would be a temporary holding area and most things will be held inside. He's building a big building to temporarily store and clean recreational vehicles prior to bringing them back to the main business location. Once and a while, he would anticipate outdoor storage in the parking lot on a temporary basis.

There was a discussion on timing of this offer and whether or not the seller and designer could get everything in before the 42 day contingency. CDD Schroeder provided the dates for the next Plan Commission meeting being May 3rd and everything due April 16th.

Brannin Gries said that their Civil is almost complete since they will not be required to do stormwater. They could have something ready by April 18th, but had concerns with the getting a topographic survey completed by this time.

CDD Schroeder put forward an alternative idea of splitting the lots into 2 or 3 and potentially just sell Mr. Van Zeeland only a portion of the lot. Mr. Van Zeeland said he was open to the idea of building a larger building or building multiple buildings and being a landlord to them.

There was discussion on how to proceed since there was already an offer on the table. RDA members questioned how the 42 day extension would work and where it would put them if they moved their acceptance of offer later.

Motion by Ald. Nichols, seconded by Golden, to extend the offer of purchase date to May 3rd with the 42 days extension.

Discussion continued about whether or not the 42 days needed to be part of the motion since it's a given in the offer contract.

Ald. Nichols motioned, seconded by Kyle Coenen, to table the motion to extend the offer of purchase date. The motion carried.

The Committee went back to item #1.

Following the remaining items on the agenda, the Committee discussed how they were not in favor of a small building on such a large lot. If the Committee does not accept the offer, the offer would "die" the next day at 11:59pm. Staff could then work with the buyer to discuss the interest and feasibility of dividing the lot or possibly developing a larger building.

No action was taken.

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

CDD Schroeder said that they have to close on all lots in 45 days but are requesting to close in groups with different dates. They want to close on three lots first and then 4 lots later.

There was a discussion how to ensure that the additional four lots would be closed on. RDA could give a discount on all seven lots if they close on all seven or they could have close on the three lots first with an earnest amount of money to close the other 4 lots later.

There was discussion on amendments to the agreement as well.

Motion by Chairperson Vanderhyden, seconded by Kyle Coenen, to approve the 3rd amendment with condition that the buyer pays non-refundable earnest monies in the amount of \$5,000 for each of the remaining four lots. The motion carried.

4. Option to Purchase and First Right of Refusal Agreement – Cypress Homes (Lots 1-4 of CSM 3510 and Lot 45 of Lake Park Villas)

CDD Schroeder said that this agreement is identical to the other option. The original had eight lots and built or are building six houses on them with two vacant lots.

Motion by Chairperson Vanderhyden, seconded by Ald. Nichols, to accept the option to purchase and first right of refusal agreement for Cypress Homes (lots 1-4 of CSM 3510 and lot 45 of Lake Park Villas).

RDA members called out a few changes to the agreement.

Motion by Gail Popp to amended the option to purchase and first right of refusal agreement for Cypress Homes (lots 1-4 of CSM 3510 and lot 45 of Lake Park Villas), specifically 3.01.01 second paragraph to delete "(24,500 per lot)", delete in total section 4.04 and change the signatory of Cypress Homes to Shannon Meyer, President. The amendment carried.

The motion as amended carried.

The Committee returned back to item #2.

5. Set Next Meeting

The next meeting was set for May 3, 2022

G. ADJOURNMENT

Alderperson Nichols made a motion to adjourn the meeting at 7:02 PM. The motion was seconded by Kyle Coenen. The motion carried.

Minutes respectfully submitted by CDD Schroeder