

**CITY OF MENASHA**  
**Redevelopment Authority**  
**Menasha City Center**  
**100 Main Street, Room 133**  
**May 3, 2022**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by CDD Schroeder at 5:22 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairperson Kim Vanderhyden, Kip Golden, Kyle Coenen, and Bob Stevens.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Alderperson Nichols, Matt Vanderlinden, and Gail Popp.

OTHERS PRESENT: CDD Schroeder, AP Yang, Ryan & Rebecca Myers (Sugar Maple Residence), Sandra Dabill-Taylor (545 Broad Street)

**C. PUBLIC HEARING**

None.

**D. MINUTES TO APPROVE**

**1. Minutes of the April 5, 2022 Redevelopment Authority Meeting**

Golden made a motion to approve the minutes of April 5, 2022 RDA meeting. The motion was seconded by Vanderlinden.

CDD Schroeder noted a few corrections.

The motion carried as corrected.

**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. Election of Officers**

**a. Chairperson**

Golden and Coenen nominated Vanderhyden. No other nominations were presented. Vanderhyden was elected Chairperson by unanimous ballot.

Chair Vanderhyden took over the meeting as Chairperson.

**b. Vice-Chairperson**

Chair Vanderhyden nominated Golden. No other nominations were presented. Golden was elected as Vice-Chairperson by unanimous ballot.

**2. Land Purchase and Development Agreement by and between the RDA and Sugar Maple Residences (Lake Park Villas Lots 62, 74, 111, 122, 126, 130, 7R, 20R, 109 CSM2820, and 2 CSM3827)**

Ryan Myers, Sugar Maple Residence, introduced himself and his interest in the properties.

Chair Vanderhyden asked if the future homes in Sugar Maple will be rental homes or for sale.

Mr. Myers responded that want to diversify their portfolio.

CDD Schroeder said that this agreement is consistent with other past agreements where the developer is expected to construct over a 5 year period and have to meet Lake Park Villa standards. The RDA will also have an option to buy back lots at closing costs if the developer does not meet the contract.

Coenen asked if the developers are local and whether the 2 houses a year is a minimum.

Mr. Myers said that the developers are back on assignment in Africa but will be stateside in August. He also answered that the 2 houses a year is the most cost effective.

Coenen made a motion to approve the Land Purchase and Development Agreement by and between the RDA and Sugar Maple Residences as presented (Lake Park Villas Lots 62, 74, 111, 122, 126, 130, 7R, 20R, 109 CSM2820, and 2 CSM3827). The motion was seconded by Chair Vanderhyden. The motion carried.

3. Certified Survey Map Lot Reconfiguration – Banta Publishing and Gilbert Paper Mill (Parcels #3-00527-04; 3-00548-02; 3-0054803)

CDD Schroeder gave an overview of the CSM. Banta is located in lot 3. CDD explained the easements under the road and the utilities being moved there under the future road extension.

Coenen made a motion to approve the certified survey map as presented reconfiguring parcels 3-00527-04; 3-00548-02; 3-00548-03, dedicating the road right-of-way, and establishing the necessary easements as described with the following changes, the proposed utility easements noted on sheet 5 on the south side of the proposed right of way be removed and the proposed easement north of the road right of way to 10 feet. The motion was seconded by Chair Vanderhyden. The motion carried.

4. Lake Park Villas Residential Listing Agreement Amendment (Coldwell Banker)  
Chair Vanderhyden made a motion to approve the Lake Park Villas Residential Listing Agreement Amendment (Coldwell Banker). The motion was seconded by Coenen. The motion carried.

5. Update Offer to Purchase – Province Terrace Lot 12 – 1148 Province Terrace (Parcel 7-00001-12)  
CDD Schroeder gave an update on the offer to purchase from Mr. Zeeland noting that Mr. Zeeland's decision was multifold including the multitude of zoning code requirements. No action.

6. Consideration of Blighted Properties – Parcel 3-00491-00 (Gilbert Paper Mill Parking Lot – South of Ahnaip St)  
CDD Schroeder gave an overview on the parcel and said that in order for the RDA to acquire this parcel, it would have to be blighted. This item is to formally allow staff start the process of blighting the property. This would require a public hearing at a future meeting and Common Council to approve a resolution to blight the property.

CDD Schroeder also mentioned that the Menasha Joint School District did approve to shut down Nicolet School. Staff will be in discussion with them of what their plans are, but would not have any formal plans or considerations at this time.

7. **Set Next Meeting**

The next meeting was set for June 7, 2022.

**G. ADJOURNMENT**

Chair Vanderhyden made a motion to adjourn the meeting at 5:56 PM. The motion was seconded by Stevens. The motion carried.

*Minutes respectfully submitted by AP Yang.*