

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
August 2, 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, Kip Golden, Kyle Coenen, Matt Vanderlinden, Gail Popp and Bob Stevens.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Alderperson Nichols

OTHERS PRESENT: CDD Schroeder, PP Yang, Sandra Dabill-Taylor (545 Broad Street)

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. **Minutes of the June 7, 2022 Redevelopment Authority Meeting**

Coenen made a motion to approve the minutes of June 7, 2022 RDA meeting. The motion was seconded by Chair Vanderhyden.

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 commented on the EPA Brownfield Site Assessment Grant and present for the update for the Banta/Gilbert Site.

F. DISCUSSION / ACTION ITEMS

1. **NAI Pfefferle Listing Agreement Amendment – Province Terrace Lots**

CDD Schroeder said this agreement is done twice a year and the RDA have been listing with Pferrerle since 2020. This agreement addresses past concerns adding amendments 24-26 that the proposed land use must meet the characteristics of the surrounding area and the RDA is allowed to deny full price offers that do not fit the compatibility of the area.

Coenen made a motion to approve the NAI Pfefferle Listing Agreement Amendment for Province Terrace Lots. The motion was seconded by Popp.

The motion carried.

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

Gail Popp gave an update on the lots saying there have been four different people interested in the lots in the last two weeks with potential for sure lot sales. She said that there will be 13 lots left after Cypress purchases the 7 lots.

CDD Schroeder mentioned that Cypress closed on 3 lots and will be closing on 4 more by August 17th. CDD said that those four lots were just brought through to Plan Commission in a CSM to widen the lot size by purchasing a small sliver of land owned by the Lake Park Villas Home Owners Associations.

3. US EPA Brownfield Site Assessment Grant - Brownfield Advisory Committee
CDD Schroeder said that the City was awarded a \$500,000 grant in the fall from the Environmental Protection Agency (EPA). This is for preliminary assesment for both public and private properties. The Common Council, on November 15th, 2021, approved the Redevelopment Authority (RDA) as the Brownfield Advisory Committee (BAC). The BAC will be a place for Staff to give updates on where and how the grant will be spent. Preliminary assessments are important for developers to have upfront information when they look to develop in the city. Phase one is mainly research and can be done without owner permission. Phase two is testing and the City will work with property owners for permission at that point.
4. Update Banta/Gilbert Development Areas
CDD Schroeder said that a CSM still needs to be approved for the Gilbert acquisition. Staff has been pushing engineers to get the Oak Street extension designed. For the time being Council approved the restriping of Ahnaip Street to allow parking from the Racine Street roundabout to Nicolet Boulevard. This will allow parking for the commercial space below Banta Apartments. He also said that Banta Condos draft development agreement will start soon but will not be beginning yet. There are other developers interested in that area.
5. **Set Next Meeting**
The next meeting was set for September 13, 2022.

G. ADJOURNMENT

Chair Vanderhyden made a motion to adjourn the meeting at 5:46 PM. The motion was seconded by Coenen. The motion carried.

Minutes respectfully submitted by PP Yang.