

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
100 Main Street, Room 133
September 13, 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: Alderperson Nichols, Chairperson Kim Vanderhyden, Kyle Coenen, Matt Vanderlinden,

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden, Gail Popp and Bob Stevens.

OTHERS PRESENT: CDD Schroeder and Alicia Buechler

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. **Minutes of the August 2, 2022 Redevelopment Authority Meeting**

Coenen made a motion to approve the minutes of August 2, 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)

None

F. DISCUSSION / ACTION ITEMS

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

CDD Schroeder provided an update to the RDA in regards to the Lake Park Villas available residential lands. Cypress continues to build and recently the RDA did accept two new offers.

2. **Request PTS Contractor Inc to Lease Portion of Vacant Land (Portion of Parcel 7-00015-01 and 7-00011-08)**

CDD Schroeder provided an overview of the request from PTSS Contractors to temporarily lease property owned by the RDA during a utility project in the direct vicinity over the next year.

General discussion by the RDA ensued of timing, screening, limiting nuisances to neighbors, future development, etc.

Motion by Ald. Nichols, seconded by Chairperson Vanderhyden, to direct staff to execute a memorandum of understanding with PTS Contractors, to allow the use of portions of RDA vacant lands being parcel 7-00015-01 and 7-00011-08, between a period of October 1, 2022 and July 1, 2023 in conjunction with the Appleton Water Plant project with the following terms:

1. PTS Contractors shall provide a cash deposit in the amount of \$3,000 which shall be held by the City of Menasha until the project is completed and the site is restored in kind by PTS Contractors.
2. The approximate one acre staging area shall be fully screened from offsite view and have a 25 foot setback from the front property line of Manitowoc Road.
3. No hazardous waste and/or soils shall be stored on site.

4. RDA reserves the right terminate the memorandum of understanding without cause by providing a 90 day notice to PTS Contractors.

Discussion ensued regarding lighting and noise concerns on the property.

Motion by Ald. Nichols, seconded by Vanderlinden to amend the motion to add a term that PTS shall abide by the local noise ordinance during construction and use of the site.

Amended Carried.

The Motion as Amended Carried.

3. **Oak Street Extension Bridge Design**

CDD Schroeder provided a summary of the current status of the Oak Street Bridge and ancillary utilities bisecting the Banta Development. Specific to the bridge itself, the design was recently approved by the Board of Public Works with final approval expected to take place at the following Council meeting.

No action needed.

4. **Vacant Banta Parking Lot South of Ahnaip Street (477 Ahnaip Street)**

CDD Schroeder provided that no additional communications have taken place regarding a development on this property since a proposal was discussed earlier this year. Since the original acquisition of this property in 2018, the RDA has been discussing the possibility of a walkable townhome style development to transition between single family residential and future development north of Ahnaip Street along a major thoroughfare. CDD suggested the RDA consider listing the property or putting out a request for proposal to develop this property.

General discussion ensued including discussion of timing, use, site challenges, design, land value, utilities, and site preparation.

No action was taken – general direction was provided to staff to bring back a draft RFP for the RDA to consider. The proposed use would look at an owner occupied townhome style development that would be walkable and fit the character of the neighborhood. Additional discussion was had for the RDA to commence a certified survey map and a partial street vacation in order to prepare the development site.

5. **Set Next Meeting**

The next meeting was set for October 4, 2022.

G. ADJOURNMENT

Coenen made a motion to adjourn the meeting at 6:18 PM. The motion was seconded by Ald Nichols. The motion carried.

Minutes respectfully submitted by CDD Schroeder