

A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected that any official action of any of those bodies will be taken).

**CITY OF MENASHA
REDEVELOPMENT AUTHORITY
December 5, 2023
First Floor Conference Room
Menasha City Center
100 Main Street, Menasha, WI 54952**

5:15PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. Minutes of the October 3, 2023 Redevelopment Authority Meeting

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA
(five (5) minute time limit for each person)

F. DISCUSSION / ACTION ITEMS

1. Offer to Purchase – 1100 Province Terrace (Parcel 7-00015-04)
 - a. The RDA may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e):
Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Offer to Purchase – 1100 Province Terrace (Parcel 7-00015-04))
 - b. The RDA may adjourn into Open Session to take action on items discussed in closed session.
2. 2024 Meeting Calendar
3. Set Next Meeting

G. ADJOURNMENT

If you have questions, please call the Community Development Department at
(920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday.

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
First Floor Conference Rooms
October 3, 2023
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order by Chairman Vanderhyden at 5:15PM.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Alicia Buechler, Kim Vanderhyden, Kyle Coenen, Matt Vanderlinden, and Alderperson Nichols

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Gail Popp and Kip Golden.

OTHERS PRESENT: CDD Schroeder

C. PUBLIC HEARING

None

D. MINUTES TO APPROVE

1. Minutes of the September 12, 2023 Redevelopment Authority Meeting

Vanderhyden made a motion to approve the minutes of the September 12, 2023 RDA meeting. The motion was seconded by Coenen. 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. 2024 Proposed Redevelopment Authority Budget

CDD Schroeder provided an overview of past costs incurred, the projected 2023 costs, the 2024 proposed budget and estimated long term financing projections.

General discussion ensued as it related to the financial health of the RDA, future projects, debt, and interest.

Ald. Nichols motioned to approve the 2024 budget as presented. Seconded by Vanderhyden. The motion was approved.

2. Set Next Meeting

The next meeting was set for November 7, 2023.

G. ADJOURNMENT

Vanderhyden made a motion to adjourn the meeting at 5:51 PM. The motion was seconded by Alderperson Nichols. The motion carried.

Minutes respectfully submitted by CDD Schroeder



MEMORANDUM

To: Redevelopment Authority
From: Community Development Department/SS
Date: December 5, 2023
Re: **Offer to Purchase – Province Terrace Lot 4 – 1100 Province Terrace (Parcel 7-00015-04)**

At its June meeting, the RDA discussed the marketing of Lot 4 of Province Terrace being 1100 Province Terrace. The property is zoned for commercial development and was previously listed for sale through NAI Pfefferle to market the property for sale. The RDA ultimately elected to cancel the listing agreement and engage local residential home builders in their interest to acquire the site without proactively rezoning the property to a residential district.

As directed, staff had sent correspondences to several local builders that have past experience working in the City of Menasha. Ultimately, three interest parties provided the following offers.

- Lorbiecki Homes LLC - \$15,000.00
- Construction Solutions of the Fox Valley LLC - \$25,000.00
- Wildflower Development Group LLC - \$22,500.00

Staff did inform all parties, the RDA was looking for a single family, owner occupied development that would ultimately be developed within 12 to 18 months. In addition, if an offer was accepted, the RDA would look to execute a land purchase and development agreement.



The RDA could accept, deny, table, or counter any offer or take no action and provide staff with further direction.

Staff recommends the RDA adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Offer to Purchase – 1100 Province Terrace (Parcel 7-00015-04)).



**2024 Meeting Schedule
Redevelopment Authority**

Tuesday 5:15 PM Redevelopment Authority
1/9/2024
2/6/2024
3/5/2024
4/9/2024
5/7/2024
6/4/2024
7/9/2024
8/6/2024
9/10/2024
10/1/2024
10/29/2024
12/3/2024

Bold = Irregular Meeting Dates