

**CITY OF MENASHA**  
**Redevelopment Authority**  
**Menasha City Center**  
**100 Main Street, Room 133**  
**June 6, 2023**  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order by Executive Director Schroeder at 5:15PM.

**B. ROLL CALL/EXCUSED ABSENCES**

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Alderperson Nichols, Kim Vanderhyden, Kyle Coenen, Matt Vanderlinden, Gail Popp, and Kip Golden.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Alicia Buechler

OTHERS PRESENT: CDD Schroeder, Bob Stevens, and Sally Coveyeau (1069 Province Terrace)

**C. PUBLIC HEARING**

None

**D. MINUTES TO APPROVE**

**1. Minutes of the April 10, 2023 Redevelopment Authority Meeting**

Coenen made a motion to approve the minutes of the April 10, 2023 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)**

Sally Coveyeau, 1069 Province Terrace, spoke on behalf of the residents in the Province Terrace area that they would like to see transitional development in the vacant RDA owned Province Terrace lots with minimal nuisances such as light pollution, and noise.

**F. DISCUSSION / ACTION ITEMS**

**1. Election of Chairman**

CDD Schroeder opened the floor for nominations for RDA Chairman.

Golden nominated Vanderhyden to serve as Chairman.

Having no other nominations, a unanimous ballot was cast for Vanderhyden to serve as RDA Chairman.

Vanderhyden resumed the meeting.

**2. Election of Vice-Chairman**

Vanderhyden opened the floor for nominations for RDA Vice-Chairman.

Vanderhyden nominated Golden to serve as Vice-Chairman.

Having no other nominations, a unanimous ballot was cast for Golden to serve as RDA Vice-Chairman.

**3. Vacant Banta Parking Lot South of Ahnaip Street (477 Ahnaip Street) – Marketing**

CDD Schroeder provided an overview of the memorandum summarizing the history of the property and past development efforts as well as recent conversations with interested developers. CDD Schroeder also noted that the City recently did receive back a phase 2 report that was conducted on the site that was conducted through the City EPA Brownfield Site Assessment Grant.

General discussion ensued about the future of the development site, surrounding developments, and the timing of the sites.

No action was taken – staff to continue to have conversations with interested parties as they arise.

**4. Lot 4 Province Terrace (1100 Province Terrace) – Marketing**

CDD Schroeder provided an overview of the memorandum. Currently the site is zoned commercial and listed through a commercial listing agency, but has had little interest. Due to the increased in housing demand, the size of the site, as well as the proximity to other residential properties, staff wanted to bring forward the discussion of marketing the site for sale as a single family residential use.

General discussion ensued regarding transition, the fire station, environmental constraints, price of the lot, listing contracts, zoning classification, and process.

Coenen motioned to direct staff to cancel the listing agreement for Lot 4 of Province Terrace and engage local residential home builders in their interest to acquire the site. The motion was seconded by Golden.

Discussion ensued in regards to the process specifically to the zoning classification and whether the RDA should proactively rezone the property to residential. Ultimately, general consensus was to leave the zoning classification as commercial and work with any interested parties to include this as part of a contingency.

The motion was approved.

**5. Set Next Meeting**

The next meeting was set for June 27, 2023

**G. ADJOURNMENT**

Aldersperson Nichols made a motion to adjourn the meeting to closed session at 5:51 PM. The motion was seconded by Vanderlinden. The motion carried.

*Minutes respectfully submitted by CDD Schroeder*