

**CITY OF MENASHA**  
**Redevelopment Authority**  
**Council Chambers, 3<sup>rd</sup> Floor City Hall – 140 Main Street**  
**February 8, 2016**  
**MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 6:01 PM by Chairman Kim Vanderhyden.

**B. ROLL CALL/EXCUSED ABSENCES**

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Ald. Becky Nichols, Kim Vanderhyden, Linda Kennedy, Kip Golden, Bob Stevens and Gail Popp (6:11PM).

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Tim Caudill.

OTHERS PRESENT: CDD Keil, AP Englebert, CA Captain, ASD Steeno.

**C. MINTUES TO APPROVE**

1. **Minutes of the July 15, 2015 Redevelopment Authority Meeting**

Motion by Linda Kennedy, seconded by Kip Golden to approve the July 15, 2015 Redevelopment Authority meeting minutes. The motion carried.

**D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA**

(five (5) minute time limit for each person)

No one spoke.

**E. DISCUSSION ITEMS**

1. **Status Report – Lot Sales and T.I.D. #12**

CDD Keil reported on lot sales and activity in T.I.D. #12 during 2015. CDD Keil informed the RDA that city staff is currently working with Van's Realty and Community First Credit Union to develop property within the district.

**G. ACTION ITEMS**

1. **Amendment to Development Agreement – Cypress**

CDD Keil explained that Cypress Homes did not close on three lots within the Lake Park Villas Home Owner's Association by December 31, 2015 as contemplated in the Development Agreement between Cypress and the RDA. Cypress requested an amendment to the development agreement for an extension to close on the lots until February 29<sup>th</sup>, 2016. Motion by Linda Kennedy, seconded by Kip Golden to approve the First Amendment to the Second Land Purchase and Development Agreement By and Between The Redevelopment Authority of the City of Menasha and Cypress Homes, Inc. The motion carried.

2. **RR Donnelley Purchase Agreement**

CDD Keil reported on the RR Donnelley manufacturing site and the efforts undertaken to acquire the property. He informed the RDA that negotiations are ongoing but a purchase agreement is nearing completion. The Redevelopment Authority members discussed the following:

- Environmental remediation of the site
- Title work, survey, and outside counsel costs
- Effects of the Racine Street Bridge Project
- Future value of the property
- Timeline and process for acquiring the site

No action was taken.

3. **Lake Park Villas Second Restated Covenants**

CDD Keil explained the Lake Park Villas Homeowner's Association Board has reached a general consensus on the terms of the Association covenants. He explained that the goal of rewriting the Second Restated Covenants was to remove obsolete language and provide a clear understanding of expectations to homeowners and prospective lot purchasers. CA Captain stated that the new covenants call for the City of Menasha to assume payment obligations of the RDA if the RDA is unable to pay its association fees and assessments. Ald. Nichols inquired about the current expenses of the RDA related to these costs. Linda Kennedy stressed the importance of selling lots and voiced her opinion that having clear covenants will help accomplish this goal. Motion by Gail Popp, seconded by Linda Kennedy to approve the Lake Park Villas Second Restated Covenants. The motion carried.

**G. ADJOURNMENT**

Motion by Kip Golden, seconded by Ald. Nichols to adjourn at 7:11 p.m. The motion carried.

*Minutes respectfully submitted by AP Englebert.*