

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
July 15, 2015
MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:31 PM by Chairman Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Ald. Becky Nichols, Kim Vanderhyden, Tim Caudill, Linda Kennedy, and Gail Popp.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Kip Golden and Bob Stevens.

OTHERS PRESENT: CDD Keil, ASD Steeno, CA Captain, Mike Balthazor (963 Lotus Trail).

C. MINTUES TO APPROVE

1. **Minutes of the June 2, 2015 Redevelopment Authority Meeting**

Motion by Linda Kennedy, seconded by Tim Caudill to approve the June 2, 2015 Redevelopment Authority meeting minutes. The motion carried 5-0.

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. None.

G. ACTION ITEMS

1. **Lake Park Villas – Second Restated Covenants**

CDD Keil reported that the second restated covenants were presented to the homeowners association at last fall's annual meeting. No action was taken. There seems to be an impasse over a provision associated with the city's maintenance of bridges and certain trails. There's also some concern regarding the RDA taking over most of the city's obligations to the homeowners association. Attorney Captain explained the city's position with regard to its future obligations.

Commissioners discussed the changes of obligations of the city from the original covenants to the restated covenants and possibilities for reconciling disputed items. Gail Popp volunteered to meet with HOA board members to work out a consensus on how to proceed with getting the second restated covenants adopted. This item is to appear on the next RDA agenda.

2. **Request by Mike Balthazor – 963 Lotus Trail – Purchase a Portion of 916 and 912 Clover Court**

CDD Keil described the proposal by Mr. Balthazor to acquire a small portion of the rear of the above referenced lots on Clover Court in order to create a more regular rear lot line on his lot and to have a bit more depth in his rear yard.

Commissioners discussed how the parcel would be carved out of the existing lots, whether a certified survey map would be required and how the new lot corners would be monumented. Upon discussion of the complexities and expense associated with the process, Mr. Balthazor withdrew his proposal and thanked the board members for their input.

3. **Request from Cypress Homes, Inc. to Rescind Offer to Purchase on Lot 109 of Lake Park Villas Plat**

The offer had expired, so no action needed to be taken.

4. **Offer to Purchase Lot 99 of the Lake Park Villas Plat – Cypress Homes, Inc.**

CDD Keil stated that Lot 99 is now part of Lot 2 of CSM 2735. Cypress is planning on building a model home on the lot. Copies of the offer and the counter offer prepared by staff were distributed. Commissioners discussed the size and location of the lot relative to the adjacent outlot and the size of the home to be built on the parcel.

Motion by Gail Popp, seconded by Linda Kennedy to approve Counter-Offer Number 1 for Lot 2 of CSM 2735 with the condition that the minimum floor area requirement of Section 2.03.3 of the Land Purchase and Development Agreement By and Between The Redevelopment Authority of the City of Menasha and Cypress Homes, Inc. dated April 3, 2013 is reduced from 1,700 to 1,600 square feet. The motion carried

5. **Request from Cypress Homes, Inc. to Waive 1,700 Square Foot Home Size Minimum as Required by Section 2.03.3 of the Purchase and Development Agreement and Establish a 1,600 Square Foot Minimum for Lot 99 of the Lake Park Villas Plat**

See Item 4, above.

6. **RR Donnelley Land Purchase Agreement (to be received)**

CDD Keil reported that he had reached consensus with RR Donnelley's real estate personnel regarding the basic terms of a development agreement and that staff had received authorization from the Common Council to expend funds for an appraisal and environmental assessment. RRD is preparing a purchase and sale agreement which is expected to be completed shortly.

No action was taken on this item.

G. ADJOURNMENT

Motion by Linda Kennedy, seconded by Gail Popp to adjourn at 6:55 p.m. The motion carried 5-0.

Minutes respectfully submitted by CDD Keil.