A QUORUM OF THE ADMINISTRATION COMMITTEE, BOARD OF PUBLIC WORKS, PARK BOARD, PLAN COMMISSION 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).

********** CANCELLED **********

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall - 140 Main Street, Menasha
January 30, 2008

6:30 PM

AGENDA

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1. CALL TO ORDER

A. -

2. ROLL CALL/EXCUSED ABSENCES

A. -

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. Minutes of the September 26, 2007 Redevelopment Authority Meeting ☐ Attachments

4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A. -

5. DISCUSSION

A. Acceptance of Donated Property

6. ACTION ITEMS

A. Council Resolution R-19-07 Concerning the Future Use of Properties at 504 Broad Street, 81 Racine Street and 87 Racine Street ☐ Attachments

B. Department of Commerce Planning Grant Application ☐ Attachments

7. ADJOURNMENT

A. -

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor City Hall – 140 Main Street
September 26, 2007
DRAFT MINUTES

I. CALL TO ORDER

A. Chairman Vanderhyden called the meeting to order at 6:32 p.m.

II. ROLL CALL/EXCUSED ABSENCES

A. REDEVELOPMENT AUTHORITY MEMEBERS PRESENT: Commissioners Vanderhyden, Stevens, Henseler, Kennedy and Alderman Wisneski

OTHERS PRESENT: CDD Keil, Mayor Laux, CAHRD Brandt, Comptroller Stoffel, Alderman Merkes, Joanne Rausch, Mary Nebel

III. MINTUES TO APPROVE-MINUTES & COMMUNICATES TO RECEIVE

A. **Minutes to approve:**
Comm. Kennedy made a motion to approve the minutes of the June 27, 2007 Redevelopment Authority meeting. The motion was seconded by Ald. Wisneski. The motion carried.

IV. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A. No one spoke.

V. DISCUSSION

A. **Update on Development/Redevelopment Projects**

VI. ACTION ITEMS

A. **Direction to Staff – Grocery Store and Third Street Corridor Redevelopment**
Grocery Store: CDD Keil reported on contact he had with another grocery store operator and a representative of Nash-Finch, the grocery supplier. Mayor Laux reported on his contacts with Trader Joes. There are no known prospects actively pursing a Menasha site at this time.

Commissioners discussed:
- The impact Festival Foods has had on other grocery stores
- The perceived gap between people wanting a grocery store and actually patronizing it
- The prospects for various grocery store formats – Aldi, Sav-a-Lot, Trader Joes, etc
- Possibilities for adoptive reuse of the former SuperValu

Commissioners consented to hear persons from the gallery.
- Mary Nebel urged commissioners to discourage stores like Aldi and Sav-a-Lot.
- Joanne Rausch proposed that the city consider acquiring a site and opening it up as a public market featuring fresh foods. She also suggested an antique mall concept where vendors – e.g. meat, bakery, etc, would operate independently within the site.

No action was taken.

VII. ADJOURNMENT

A. Comm. Skalmoski made a motion to adjourn at 7:25 p.m. Comm. Kennedy seconded the motion. The motion carried

RESOLUTION R - 19 - 07

RESOLUTION INVESTIGATING THE FUTURE USE OR SALE OF PROPERTIES AT 504 BROAD, 81 RACINE & 87 RACINE

Introduced by Alderman Hendricks

WHEREAS, the City of Menasha is the owner of properties located at 504 Broad Street, 81 Racine Street & 87 Racine Street in the City of Menasha; and

WHEREAS, the City acquired 81 Racine Street through a negotiated sale after making a Declaration of Necessity; and

WHEREAS, the City acquired 87 Racine Street by use of eminent domain under Chapter 32 of the Wisconsin Statutes; and

WHEREAS, Resolution R – 39 – 04, the Declaration of Necessity passed on December 20, 2004 established the purposes of acquiring 81 Racine Street and 87 Racine Street to enhance the appearance of a downtown entry point, establish public parking and to eliminate blight within the downtown business district; and

WHERAS, it is in the public interest to explore uses of 504 Broad Street, 81 Racine Street, and 87 Racine Street beyond those identified in R – 39 – 04 so as to compliment the Racine street corridor from Broad street to Third street;

NOW THEREFORE, BE IT RESOLVED, that the City of Menasha Common Council with the Mayor concurring determine it to be in the best interests of the City of Menasha to explore additional uses for the properties at 504 Broad Street, 81 Racine Street and 87 Racine Street beyond those identified in R – 39 – 04; and

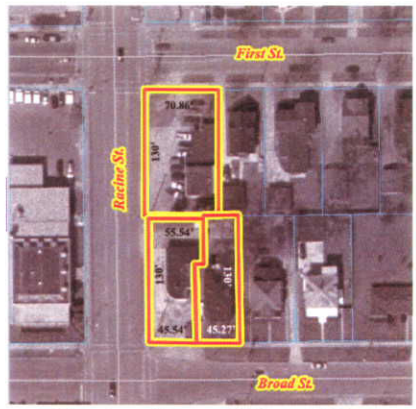
BE IT FURTHER RESOLVED that the Plan Commission is directed and Redevelopment Authority is requested to study all uses for these properties so as to compliment the Racine Street corridor from Broad Street to Third Street.

Passed and approved this _____ day of _____, 2007.

_____
Joseph F. Laux, Mayor

_____
Deborah A. Galeazzi, City Clerk

"OPINION OF VALUE"



Racine St. and Broad St.

DEFINITION OF "OPINION OF VALUE"

This "Opinion of Value" is my professional opinion of the marketplace based on my experience over the past 24 years. The following information was used in forming my "Opinion of Value":

- Knowledge of the Marketplace
- Information Received from tax information from City of Menasha
- Comparable sales in the area

PURPOSE OF "OPINION OF VALUE"

The purpose of the "Opinion of Value" is to provide a valuation of the property in its current "AS IS" condition based on my knowledge of the marketplace.

DESCRIPTION OF PROPERTY

Vacant Land
Parcel #'s: 710006000
710006100
710006200
Menasha, WI 54952

"OPINION OF VALUE" with a marketing time of between 12 and 18 months is

$75,000 to $120,000

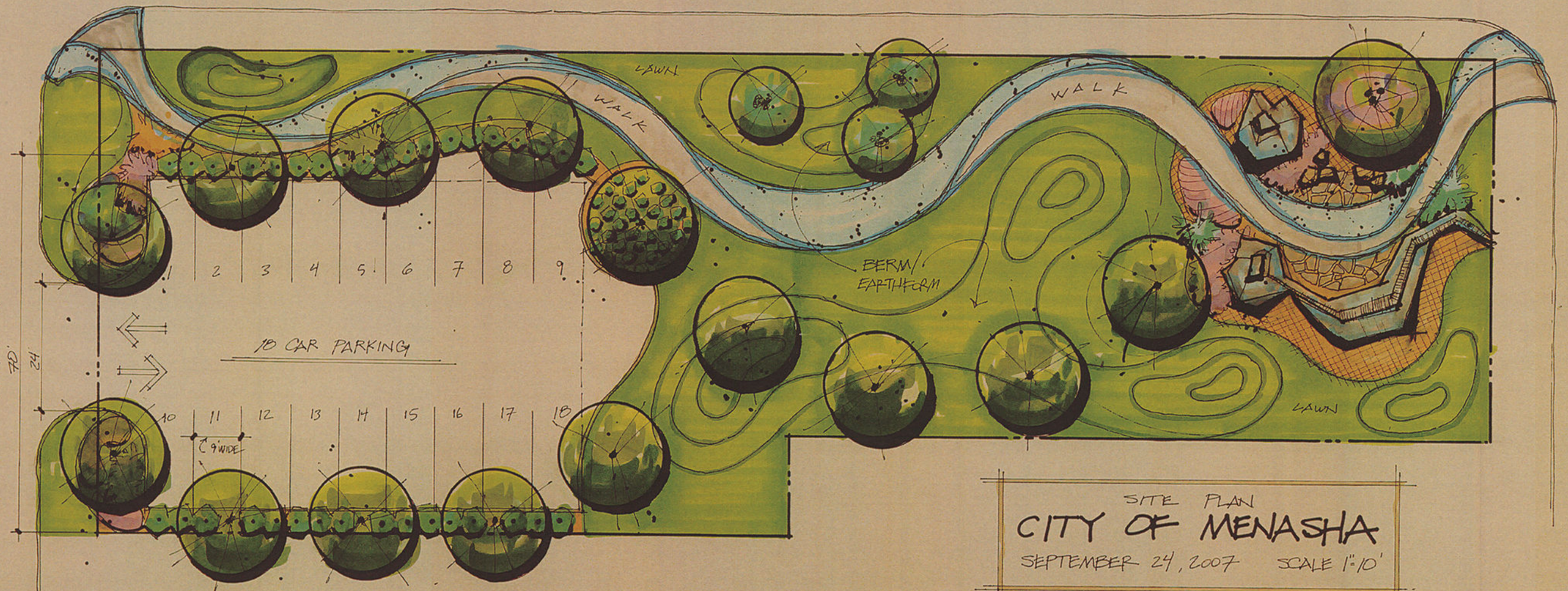
If this property is to be listed for sale I would suggest an asking price of **$120,000**.
The three vacant parcels could be developed but this is unlikely because of the shallow depth. The lots vary in depth from 70' to 90' and approximately 260' wide along Racine St. for a total of 21,017 square feet. I believe these lots by themselves are limited for development or sale unless additional assemblage to the North and East is attainable. Therefore, I believe the City's comprehensive plan for a landscaped pedestrian/parking lot area is appropriate.

DISCLAIMER

This Opinion of Value does not take into account any environmental issues that may affect the property, i.e. asbestos, underground storage tanks, etc. If environmental issues exist, the Value stated above may be affected.

Bomier Properties, Inc. appreciates the opportunity to submit this "Opinion of Value". If we can be of any further service marketing these parcels, please don't hesitate to call.

RACINE STREET



FIRST STREET

SITE PLAN

CITY OF MENASHA

SEPTEMBER 24, 2007 SCALE 1"=10'

MEMORANDUM

To: Redevelopment Authority

From: Greg Keil, CDD

Date: January 22, 2008

RE: Department of Commerce Planning Grant

In June of 2007 the City of Menasha made application to the Department of Commerce in the amount of $875,000 for a Brownfields grant to assist with the demolition of the former Gilbert Paper Mill. The project was not selected for funding in that round of applications.

In a subsequent meeting between the developer, city staff and Department of Commerce (DOC) program administrators, various strategies were discussed to strengthen the application and improve the prospects for project selection.

The major concerns with the original grant proposals focused on five areas. These included:

- Need for signed agreements relative to project financing
- Need for specific plans for public shoreline use/development and public benefits discussion
- Need for elaboration on the economic benefits of implementing the project
- Need for elaboration on the on-site environmental conditions and improvements that will result from program implementation
- Need for elaboration on the innovativeness of the project

At the above-referenced meeting, DOC staff offered to consider a planning grant to aid with filling in the information gaps in the Brownfields Grant Application document. City staff has been working with the developer to determine the cost and scope of preparing a plan to meet this objective.

The following outlines the general scope and objectives of work to be prepared by a planning/engineering consultant.

- Site topographic survey, shoreline and canal profile
- Evaluation of existing buildings and water control structures
- Shoreline evaluation and improvement plan
- Stormwater analysis and management plan
- Riverfront park improvement plan and specifications

- Assessment of site conditions and other information required for WDNR Chapter 30 permits
- Conceptual design of whitewater course and related flow/hydraulic analysis
- Overall site improvement plans and renderings

Upon authorization by the Common Council, proposals will be requested from qualified firms. The estimated cost for completing the specified tasks is $50,000.

The balance of the work necessary to fulfill DOC Planning Grant requirements, e.g. discussion of public benefits and economic impacts will be prepared by city staff and the site developer.

If authorized, planning/design proposals will be requested in February and the DOC Planning Grant will be submitted in March of 2008.

PLANNING GRANT

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM APPLICATION

I. Eligible Applicants/Grant Amount

A. Local units of government may apply for funds to prepare a Plan for a specific project. The maximum grant amount is $25,000.

B. An eligible local government may submit an application for a Planning Grant at any time.

C. The applicant must provide a cash match of at least 25 percent of the **entire** planning cost.

D. The award of a Planning Grant does not commit the Department to provide funding for implementation of the Plan.

E. The project being planned must meet one of three National Objectives for the CDBG program. They are: 1) Low and moderate-income benefit, 2) Slum and blight removal, 3) Urgent local Need. Most projects will meet either the low and moderate-income benefit or slum and blight removal Objectives.

F. **Please note:** A Project Specific Plan is for a community and/or economic development project. For example, a plan to determine the feasibility, need, public interest, location, preliminary cost estimates including a conceptual design for a multi-use community center, fire station, senior center, or library would be considered Project Specific. A Project Specific Plan may also include a plan for the redevelopment of a blighted or contaminated site or to develop a plan for the reuse of a facility vacated as a result of a business shut down. A unit of government may apply for funds to develop an economic development strategy if it has suffered from a significant loss of jobs. The Plan must be oriented toward the creation of jobs for low-to moderate residents.

Not considered a Project Plan are specific architectural drawings for construction, engineering analysis or technical studies relating to the expansion or upgrading of water and sewer services, streets, and other similar municipal services/functions.

II. Application Questions

(Please limit your answers to a total of three pages.) Make sure the attachments are labeled, identify the question being addressed, and are included at the back of the application.

A. Identify the specific project that needs planning. Please include a map of your project area as Attachment 1.

B. What is the public purpose of the project?

C. Is the specific project an eligible CDBG activity?*

__Fire Station
__Downtown Public Improvements
__Telecommunication Infrastructure
__Slum and Blight Redevelopment
__Economic Development or recovery strategy
__Other _____

* Plans, not engineering studies, for water and sewer systems in areas lacking municipal services are eligible for consideration. Plans for intergovernmental cooperation in economic development planning or for providing municipal services are also eligible for consideration.

D. What is the cost for the Plan on a dollar-per-hour basis? Include the proposal for services as Attachment 2.

E. Demonstrate local support from citizens, economic development organizations or business groups. Include letters of support and funding commitments as Attachment 3.

F. Demonstrate the capability of the local government or the proposed consultant to prepare the Plan. Include resumes or examples of similar work as Attachment 4.

G. Describe the current status and why a Plan is necessary.

H. Briefly identify the extent of poverty, unemployment, labor shortages, local tax rate or other economic factors in the specific project area. If you are applying for an economic development grant, please document job losses from information available from the State Department of Workforce Development at http://www.dwd.state.wi.us/lmi/cp_pdf/cp_mainx.htm.

I. Identify the prospects for new investment and community and economic development in the project area.

J. Will the project result in improvements to public health and safety? If yes, describe.

K. Identify how the project will result in the preservation or expansion of the existing tax base.

L. Identify how the project is consistent with other recently completed community or economic development projects such as Smart Growth Planning.

M. Complete the Matching Funds Table on the next page.

III. Submission of Applications

Applications may be submitted **at any time.** Submit two (2) copies of your Application to:

Doug Thurlow
Wisconsin Department of Commerce
Division of Community Development
201 W. Washington Avenue
P. O. Box 7970
Madison, WI 53707

One (1) copy must contain the original signature of the chief elected official of the municipality.

IV. Application Review Process

The application review process will take approximately 60 days. **If the Department commits to participating in the project, the forms in Part II will need to be completed.** These forms are included in Part II and consists of documenting citizen participation and signed resolutions and assurances from the applicant, and a letter requesting exemption from the environmental review process. You may submit these forms with this application or after a Commitment Letter is issued.

For more information, contact:

Doug Thurlow, Grants Specialist
Bureau of Community Finance
Wisconsin Department of Commerce
P. O. Box 7970
Madison, WI 53707
Telephone: 608/266-7942
Fax: 608/266-8969
e-mail: dthurlow@commerce.state.wi.us

James Frymark, Director
Bureau of Community Finance
Wisconsin Department of Commerce
P. O. Box 7970
Madison, WI 53707
Telephone: 608/266-2742
Fax: 608/266-8969
e-mail: jfrymark@commerce.state.wi.us

MATCHING FUNDS TABLE

Please identify the source of match and when it will be available. At least 25% of the match must be from local sources.

Source	Amount	Date Available