

**Community Development Authority of the City of Neenah
April 1, 2019 - 4:00 PM**

Present: Board Members: Ald. Cari Lendrum, Pete LeCompte, Tom Martin, Grant Birtch, Michelle Bauer, John Ahles and Ald. Lee Hillstrom. Also Present: Executive Director Chris Haese and Office Manager Samantha Jefferson.

Approval of January 7, 2019 meeting minutes:

MSC Hillstrom/Lendrum, the CDA to approve the meeting minutes of January 7, 2019. All aye.

Approval of January 7, 2019 closed session meeting minutes:

MSC Hillstrom/Birtch, the CDA to approve the closed session meeting minutes of January 7, 2019. All aye.

Public Appearances:

None.

Election of Officers:

MSC Lendrum/Hillstrom, the CDA to elect Tom Martin as Charmain of the CDA board. All voting aye.

MSC Birtch/Lendrum, the CDA to elect John Ahles as Vice Chairman of the CDA board. All voting aye.

The board members of the Community Development Authority thanked Member Lee Hillstrom for his long-standing membership on the CDA.

Consideration of extension to Letter of Intent between the City of Neenah and T. Wall Enterprises regarding Site 6 in the Glatfelter Redevelopment Area:

The current Letter of Intent (LOI) with T. Wall Enterprises regarding Site 6 in the Glatfelter Redevelopment Area is set to expire on April 14, 2019 if a Development Agreement hasn't not been executed between the developer and the City. At this point, a Development Agreement has not been established due in part to delays on the City's end. Progress continues to be made on the project and it is anticipated that a Development Agreement will be ready for CDA consideration.

Member Birtch asked if this was a mutual request (the City and developer) to extend the extension of the LOI. Director Haese said it was and that the developer had asked for a template of a development agreement from the City and there were delays getting the template to the developer.

MSC Ahles/Lendrum, the CDA approves an Extension to the Letter of Intent with T. Wall Enterprises, extending the terms of the Letter to August 1, 2019. All voting aye.

Update on Council consideration of the acquisition agreement to acquire 150 acres of property in Waupaca County for the purposes of developing a City of Neenah wetland mitigation bank:

This was discussed at length at the January 7, 2019 meeting. Director Haese wanted to give a brief update to the CDA. The individual who owns the property in Waupaca County that is being reviewed for wetland mitigation bank purposes may have an investor who is interested in taking on the individual's debt and would in turn be the owner of the wetland bank. He would then provide the City with a certain amount of credits at a discounted rate that would be available for projects in the City. We would sell these to developers or for incentives on our own projects.

Currently, there is no Offer to Purchase or any other document that has been executed with the owner of the property. The Army Corps of Engineers would need to approve the wetland bank to be used by the City of Neenah

and before this could be determined, an Offer to Purchase would need to be signed and a prospectus sent to the Corps.

CDA members asked if Oshkosh was still interested in partnering with this project. Director Haese commented that Oshkosh is still open to being a partner if answers can be established from the Corps of Engineers and DNR.

The Community Development Authority may convene into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e) for the approval of potential land acquisition and development within the Gateway Redevelopment Area:

MSC Lendrum/Hillstrom, the CDA to convene into Closed Session. All voting aye.

MSC Birtch/Lendrum, the CDA to convene into Open Session. All voting aye.

Adjournment: The meeting was adjourned at 4:55 p.m. **MSC Hillstrom/Lendrum. All voting aye.**

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Samantha Jefferson".

Samantha Jefferson
Office Manager, Community Development