

Unapproved

## REDEVELOPMENT AUTHORITY COMMISSION

### Minutes

September 14, 2017

Brillion Public Library

6:30 pm

#### **CALL TO ORDER:**

Chairperson Beth Wenzel called the meeting to order at 6:36 pm.

#### **ROLL CALL:**

Present were Chairperson Beth Wenzel, Matthew Bennett, Kim Buboltz, Jerome Popp, Tamara Hillmann, and Alderperson Mel Edinger. Absent was Ralph Rice. Also present was Administrator/Clerk-Treasurer Lori Gosz.

#### **Guests:**

Calumet Count Economic Development Director Mary Kohrell, Amy Vaclavik and TJ Lamers from the IPR Group, Sarah Pielhop, Garret Wenzel, Claire Green-Quinzer, David Nordby Editor from the Brillion News.

#### **APPROVAL OF AGENDA:**

**Motion** - Edinger moved to approve the agenda as printed and circulated. Seconded by Buboltz. Motion carried unanimously.

#### **APPROVAL OF MINUTES:**

**Motion** – Bennett moved to approve the minutes of the August 17, 2017 Redevelopment Authority Commission meeting as printed and circulated. Seconded by Buboltz. Motion carried unanimously.

#### **REPORT ON BUDGET:**

Buboltz presented the Redevelopment Authority Commission statement of bank account at State Bank of Chilton. The Commission reviewed the year-to-date City Redevelopment Authority Reserve accounts.

**Motion** – Edinger moved to accept the Treasurer’s Report as presented. Seconded by Bennett. Motion carried unanimously.

#### **REVIEW OF VISION, GOAL AND OBJECTIVES:**

Wenzel read the Redevelopment Authority Commission’s mission statement. She reminded the Commission of the importance to focus on their mission statement as they move forward with projects.

#### **REPLACE SECRETARY:**

Wenzel reported that based on the Resolution creating the Redevelopment Authority Commission (RDA) and the RDA bylaws, the City Administrative Coordinator shall serve the RDA as Secretary. She reported that City Administrator/Clerk-Treasurer Lori Gosz will now be filling that role.

#### **DOWNTOWN DEVELOPMENT:**

##### **Closed Session per W.S.S. 19.85(1)(e):**

**Motion** – Buboltz moved to go into closed session per W.S.S. 19.85 (1)(e). Seconded by Edinger. Motion carried unanimously. The Commission was in closed session at 6:43 pm.

##### **Open Session:**

**Motion** – Buboltz moved to return to open session. Seconded by Edinger. Motion carried unanimously. The Commission returned to open session at 7:02 pm.

**Downtown Redevelopment Project:**

**Motion** – Bennett moved to recommend to City Council to authorize the RDA the use of the \$30,000.00 in Reserves set aside for the RDA Main Street Square Parking Lot Improvements and \$20,000 of other City Reserves for the RDA to use along with \$50,000 in private donations to purchase the old T & C Market building up to the old Groskopp portion of the building located at 205 N. Main Street from the current property owner. Seconded by Edinger. Motion carried unanimously.

Wenzel reviewed the Proposed Project Plan for the Downtown Redevelopment Project with the Commission. She explained that Phase 1 would be the City Center. Wenzel stated that this Phase is designed from the vision of Bob Endries that the Downtown would be the City Center for the community. TJ Lamers from the IPR Group stated that after almost 2 years of discussions on the P3 (public, private, partnership) concept for redevelopment, the downtown proposed project plan was development. He explained that Phase 1 of the Redevelopment Project would be the City Administrative building, or City Center. Phase 2 is proposed as a housing complex. He explained that options for financing were discussed. He explained each option and the pros and cons for each. If the RDA would build the facility they would be required by state law to publicly bid the project, the IPR group would not. The RDA financing would not count against the City debt limit and the RDA loan can go out 40 years bringing the annual cost to the city down. Gosz explained the City can then annually short term borrow to pay back the RDA for their debt payment. She stated that she has contacted the City's financial advisor, Phil Cosson from Ehlers to meet with the RDA to further explain the RDA's financing options. Lamers went on record to state that the IPR Group's position is not to give financial advice.

Lamers presented the tax impact for the project. If the City would lease the property back from the RDA or from the IPR Group, the tax impact would be approximately \$0.43 per \$1,000 of assessed value. It was questioned if the RDA owns the building and rents to the City would the RDA pay taxes, Gosz explained because the RDA is a governmental entity the property would then be tax exempt. It was suggested to explain in detail each financial option. This will help the Council to understand to make an informed decision.

Kohrell explained the Wisconsin Economic Development Corporation (WEDC) has a Community Development Investment Grant, which funds up to \$250,000 for downtown projects. She explained it is a 50/50 match grant. Kohrell stated the WEDC grant is a non-competitive grant for downtown projects and open as projects are done. The grant is an infrastructure grant and requires an approved project to apply. Kohrell stated that the WEDC would like to be able to use this grant funding for Brillion.

Wenzel asked the RDA members if they would like to make any changes to the proposed project plan. Minor changes were suggested.

**Motion** – Bennett moved to recommend to City Council the project plan with the minor modifications discussed. Seconded by Buboltz. Motion carried unanimously.

**Letter to the Public:**

Wenzel will get this printed in the Sept 21<sup>st</sup> edition of the Brillion News.

**Next Steps:**

Gosz reported she has asked the City's financial Advisor, Phil Cosson from Ehlers if he would be able to attend the next RDA meeting to explain the financial opportunities the RDA has per State Statute. She reported on the dates that Cosson would be available. It was decided to have Cosson attend an RDA meeting on Thursday, September 21, 2017 at 5:30pm.

Unapproved

**BRILLION IRON WORKS:**

Kohrell gave an update that there is a very interested party in the property. She explained that Wisconsin Economic Development Corporation, Project Lakeshore, Wisconsin Public Service, Calumet County and the City have been at recent meetings with the interested party. She stated if this moves forward it could be very quickly, with some involvement with the RDA, but at this point we do not know to what extent. It could be a mixed-use redevelopment that would meet the needs of the community. There is potential infrastructure development funding available through EDA grants.

Pielhop commented as a member of the Park & Recreation Commission if there is any chance that Park Avenue would be deeded back to the City for access to Horn Park, it would be appreciated.

**2018 BUDGET REQUEST:**

Tabled.

**CITY CONNECTION NEWSLETTER:**

Tabled.

**POLE DECORATING:**

Tabled.

**FACEBOOK:**

Tabled.

**NEW BUSINESS:**

**Future Agenda Items:**

Tabled.

**Next Meeting Date:**

The next meeting of the RDA is scheduled for Thursday, September 21, 2017 at 5:30 pm. Location to be determined.

**ADJOURNMENT:**

**Motion** – Hillmann moved to adjourn the meeting. Seconded by Edinger. The meeting was adjourned at 8:19 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer  
Redevelopment Authority Commission Secretary