

**Redevelopment Authority Commission
Minutes**

August 9, 2018

Brillion City Hall

7:00 am

CALL TO ORDER:

Chairperson Beth Wenzel called the meeting to order at 7:00 am.

ROLL CALL:

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

Guests: Mary Kohrell, Calumet County Economic Development Director, Doug Neils from the Brillion Chamber of Commerce, and Andy Dumke, Northpointe Development.

APPROVAL OF AGENDA:

Motion –Edinger moved to approve the agenda as printed and circulated. Seconded by Hillmann. Motion carried unanimously.

APPROVAL OF MINUTES – June 6, 2018 Redevelopment Authority Commission Minutes:

Two spelling errors were noted.

Motion –Edinger moved to approve the June 6, 2018 Redevelopment Authority Commission Minutes as printed and circulated with spelling correction made. Seconded by Popp. Motion carried unanimously.

REPORTS OF OFFICERS:

Chairman:

No Report.

Treasurer:

No Report.

Secretary/Community Development Director:

Gosz reviewed the City RDA Reserve accounts and the TID #2 expenditures with the Commission.

REPORT FROM CHAMBER OF COMMERCE:

Doug Neils from the Brillion Chamber of Commerce reported on the following:

- The August 21st Lunch and Learn will be held at Ariens Plant #3. The speaker will be from the Ariens Company.
- The Chamber continues to work on their Strategic Plan. The next Strategic Planning meeting is scheduled for September 5th. Re-imaging of the Chamber, budgeting and recruitment of new members is being worked on.

- The Chamber will be holding its First Annual Awards Gala on October 18th. The Gala will replace the fall banquet. Various awards will be given that evening.

Bennett questioned Neils if there is any thought in the Strategic Planning for full time staff for the Chamber. Neils stated a Director position has been discussed but would be 2-3 years before the position could be filled.

REVIEW OF VISION, GOAL AND OBJECTIVES:

Wenzel read the RDA's Visions, Goal and Objectives statement.

DOWNTONW REDEVELOPMENT – MAIN STREET SQUARE PROJECT – UPDATE:

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

Motion – Edinger moved to go into Closed Session per W.S.S. 19.85(1)(e). Seconded by Bennett. Call vote. Motion carried unanimously.

The Commission was in Closed Session at 7:11 am.

Open Session:

Motion – Edinger moved to return to Open Session. Seconded by Hillmann. Call vote. Motion carried unanimously.

The Commission returned to Open Session at 7:41 am.

Consider Extension of Contingency – Offer to Purchase – Northpointe Development:

Motion – Bennett moved approve a new Offer to Purchase from Northpointe Development for the property with revised dates to allow Northpointe to apply for the next cycle of the 9% WHEDA Tax Credit with the State of Wisconsin. Seconded by Edinger. Call vote. Motion carried unanimously.

BRILLION IRON WORKS – UPDATE:

WEDC Idle Industrial Sites Grant – Support Letter:

Gosz explained the plans for the Brillion Iron Works project are moving very quickly. The Plan Commission has set the Public Hearing date for the creation of the ER-TID. Gosz explained that Phil Cosson from Ehlers has advised that because it may be hard for the RDA to sell bonds to issue debt, that the City should take initial title and debt until the TID has been established and a cash flow is generated, then the City can transfer it over to the RDA. Bennett stated he understands this however, if at all possible he would like to see the RDA acquire title. Gosz stated that because of the short amount of time before the purchase of the property it is easier for the City to acquire the title and transfer it to the RDA later. Gosz explained the municipal liability exemption through the DNR can be transferred to the RDA.

Gosz reported the Proposed Project Plan for the ER-TID includes a grant application for the WEDC Idle Industrial Sites Grant for the development costs of the project. This is a \$500,000 grant. The City will be the applicant of the grant. Part of the grant application includes support letters from the County and the RDA. Kohrell stated she has prepared the support letter from the

County. She offered to help the RDA draft their support letter. Wenzel offered to draft the RDA support letter.

Motion – Bennett moved to authorize Wenzel to submit the support letter on behalf of the RDA. Seconded by Edinger. Call vote. Motion carried unanimously.

WEDA – WISCONSIN ECONOMIC DEVELOPMENT ACADEMY – UPDATE:

Wenzel reported on the workshop held on July 31st. She stated that the workshop was very good, and we have a lot of things we could be doing. She suggested taking some of the information learned at the workshop and discuss them in smaller segments at each RDA meeting.

(Hillmann left the meeting at 8:07 am)

Kohrell reported on September 28th there will be a WEDA Conference held in Green Bay on Place Making. Also, she will be contacting the WEDA consultant to come back in October for an Economic Development 102 workshop.

2019 BUDGET:

Wenzel suggested the RDA members think of ideas for future projects. Edinger stated the RDA needs to decide what we want to do. Kohrell stated there are funding opportunities to develop economic plans. Gosz stated there currently is \$7,000 in Community Development Reserves for grant writing. She suggested requesting \$10,000 to be added to this account in the 2019 budget. Rice stated he would like to see a plan developed for purchasing properties in the RDA District. Wenzel asked the RDA members to e-mail ideas to Gosz to be discussed at the September RDA meeting.

GENERATE IDEAS TO CREATE REVENUE SOURCES:

No Report.

HOUSING DEVELOPMENT DISCUSSION:

No Report.

FARM MARKET UPDATE:

Wenzel stated there is a small amount of vendors that have been showing up.

FACEBOOK:

No Report.

NEW BUSINESS:

Future Agenda Items:

- 2019 Budget
- Planning

Next Meeting Date:

The next meeting of the RDA will be on Thursday, August 23rd at 6:30 am. To discuss budget and planning.

ADJOURNMENT:

Motion – Wenzel moved to adjourn the meeting. Seconded by Bennett. Motion carried unanimously.

The meeting was adjourned at 8:36 am.

Lori M. Gosz
Administrator/Clerk-Treasurer