

**Special Redevelopment Authority Commission
Minutes**

August 22, 2018

Brillion City Hall

6:30 am

CALL TO ORDER:

Chairperson Beth Wenzel called the meeting to order at 6:35am.

ROLL CALL:

Present were Chairperson Beth Wenzel, Kim Buboltz, Jerome Popp, Matthew Bennett, Ralph Rice and Alderperson Mel Edinger. Also present City Administrator/Clerk-Treasurer Lori Gosz, Calumet County Economic Development Director Mary Kohrell and Doug Neils from the Brillion Chamber of Commerce. Absent was Tamara Hillmann.

APPROVAL OF AGENDA:

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

2019 BUDGET:

Gosz distributed a sample budget from the City of Monona. She suggested that the RDA develop 4-5 goals to include with the budget to the City Council.

Budgeting for a staff person was discussed. Bennett suggested working to wean off the City for staff. It was suggested to allocate the \$4,000.00 of annual TID #2 increment toward this. Wenzel questioned if there are any grant dollars available for staff. Kohrell stated there may be tourism grants available. Gosz asked Niels if the Chamber of Commerce has been discussing staff, she suggested that the RDA and Chamber may be able to share a full-time coordinator. Neils stated that the Chamber has considered hiring full-time staff, however, it is a future goal. Buboltz stated the GROW Foundation is considering a consultant. Wenzel suggested a part-time semi-retired staff would be ideal. Kohrell stated New Holstein's CDA was looking for a staff member.

Wenzel suggested revising the 2006 Redevelopment Plan. Gosz asked if there are any planning grants. Kohrell suggested there may be some CDBG funding from the Revolving Loan Fund closers for planning grants, however we won't know until after October 1st how that program will be ran. She said Calumet County is in need of an Economic Development Plan. Kohrell referred to the firm Hilbert has hired for their Economic Plan. She suggested the RDA allocate money in the budget in the assumption that we will make it happen. Discussion followed on cost sharing with Chamber, GROW Foundation for a consultant. Rice suggested asking the Council for a small amount in the 2019 budget. Gosz said there is \$7,707.00 in Community Development Reserves for grant writing. She suggested asking the Council to use this and add to it to hire a consultant. It was suggested to ask for \$10,000 and cut down to \$5,000 if budget cuts are needed. Bennett suggested also asking for the \$4,000.00 from TIF. It was suggested to then ask the Chamber and GROW to consider cost sharing to hire a consultant.

Discussion followed on the Hanging flower baskets. Changing the type of flowers for next year was suggested. Wenzel suggesting asking for money to replace the baskets. She suggested asking for \$600.00 from the Council. Wenzel suggested putting \$100 in for flag pole replacements.

Wenzel suggested putting money in for legal and professional services. She stated that should be the \$4,000 from TIF #2. Gosz explained TIF dollars can only be used for TIF expenditures as identified in the TIF project plan. Wenzel suggested adding an additional \$4,000 for legal fees outside of TIF Districts.

Long-Term goals were discussed. Rice suggested long term planning for purchasing properties along Main Street. Discussion followed on marketing new businesses. Wenzel suggested to add \$5,000 in the budget for marketing.

(Popp left at 7:51 am)

Edinger suggested making Brillion a destination. What are our assets; trails, nature center and recreation.

NEW BUSINESS:

Future Agenda Items:

- 2019 Budget and Goals/Objectives

Next Meeting Date:

- Thursday, September 13, 2018 at 6:30 pm in the Conference Room at City Hall.

ADJOURNEMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Buboltz. Motion carried unanimously. The meeting was adjourned at 8:12 am.

Lori Gosz
Administrator/Clerk-Treasurer