

**Redevelopment Authority  
Minutes**

**September 13, 2018**

**Brillion Community Center**

**6:30 pm**

**CALL TO ORDER:**

Chairperson Beth Wenzel called the meeting to order at 6:30 pm.

**ROLL CALL:**

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

**APPROVAL OF AGENDA:**

**Motion** – Bennett moved to approve the agenda as printed and circulated. Seconded by Pribbernow. Call vote. Motion carried unanimously.

**APPROVA OF MINUTES – August 22, 2018 Redevelopment Authority Commission meeting.**

**Motion** – Edinger moved to approve the minutes of the August 22, 2018 Redevelopment Authority Commission meeting as printed and circulated. Seconded by Bennett. Call vote. Motion carried unanimously.

**REPORTS OF OFFICERS:**

**Chairperson:**

Wenzel reported that she posted on the RDA Facebook page the Fall Light Pole Decoration event.

**Treasurer:**

Buboltz review the RDA Treasurer’s Report stating the bank account has an ending balance of \$683.86 as of 8/31/2018.

**Motion** – Edinger moved to approve the Treasurers report as submitted. Seconded by Popp. Call vote. Motion carried unanimously.

**Secretary:**

Gosz reviewed of 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 Chamber held another strategic planning workshop.
- The next Chamber Lunch and Learn will be held on September 18<sup>th</sup> at the Ariens Academy. Speakers will be from the GROW Foundation and the Rock the Block.
- The Chamber of Commerce 1<sup>st</sup> Annual Best & Brightest Awards gala will be held of October 18<sup>th</sup>.

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

Wenzel read the RDA Vision, Goal and Objectives statement.

**DOWNTOWN REDEVELOPMENT – MAIN STREET SQUARE PROJECT – UPDATE:**

Gosz gave an update on the project reporting that Kempen Excavating will be complete with the demolition by the end of the week.

**BRILLION IRON WORKS – UPDATE:**

Gosz gave an update on the project. She explained the ER-TID Project Plan will go before the City Council on September 24<sup>th</sup> for approval. She explained that the purchase of the property is proposed for September 28<sup>th</sup>, the City and Ariens Company will enter into agreements for the purchase of the property and the initial phases of the development of the property. Gosz explained that in order to preserve the City’s limited debt capacity, the RDA may need to take title of the property in order to fund phases of the project development.

**WEDA – WISCONSIN ECONOMIC DEVELOPMENT ACADEMY – UPDATE:**

Kohrell report that the Cedar Corporation will hold the second session of the WEDA which will be held on October 29<sup>th</sup> at the Calumet County Court house. She stated the Cedar Corporation is the firm that was hired by the Village of Hilbert to prepare their Village-wide Economic Development plan.

Kohrell reported a place making seminar in Green Bay on Sept 28<sup>th</sup> which Wenzel, Gosz and Bennett will be attending.

**2019 BUDGET:**

Gosz presented the draft RDA budget with the proposed amount from the August 22<sup>nd</sup> RDA meeting.

Edinger suggested a change to the process we have for the Hanging baskets. He stated that he contacted the City of De Pere DPW Director regarding their hanging basket program. He reported they water every Monday through Saturday and fertilize once every week. He suggested that Public Work Director Geiger contact the De Pere DPW.

Bennett suggested adding \$10,000 to Professional Services/Consulting.

Wenzel recommended increasing \$100 to \$204 for the flag poles.

**Motion** – Bennett moved to approved the 2019 RDA budget with the changes made. Seconded by Buboltz. Call vote. Motion carried unanimously.

Wenzel stated the RDA needs to start 2019 by revising the 2006 Redevelopment Plan. Gosz suggested that this be done with professional/legal fees, suggesting to hiring a firm like the Cedar Corporation that did Hilbert’s plan.

**GENERATE IDEAS TO CREATE REVENUE SOURCES:**

Pribbernow suggested the former Brillion Bakery shop would make a good location for a Pop Up shop. Kohrell stated there are ways for government to purchase property, she suggested talking to the Cedar Corporation on this.

**HOUSING DEVELOPMENT DISCUSSION:**

Wenzel questioned the housing market in the City. Kohrell stated that housing is part of the Oct 29<sup>th</sup> WEDC workshop. Kohrell explained she has also put money in the County budget for housing analysis to get housing developers interested. On November 7<sup>th</sup> there will be a day long housing conference in Green Bay.

Wenzel said she has heard that there is not enough starter or affordable housing in the City. Areas to develop residential was discussed. Gosz reported that the Plan Commission is also discussing housing needs.

**FARM MARKET UPDATES:**

Wenzel reported the Farm Market moved from the Library to the parking lot next to the Brillion Community Center.

**FACEBOOK UPDATE:**

Wenzel reported she and Pribbernow have been trying to keep the RDA Facebook page current. Pribbernow stated she will place an event for the Fall Light Pole Decoration contest on Facebook. It was suggested to offer a \$100 award for the best decorated pole.

**NEW BUSINESS:**

**Future Agenda Items:**

None listed.

**Next Meeting Date:**

Thursday, Oct 11, 2018 at 6:30 pm at Brillion City Hall.

**ADJOURNMENT:**

**Motion** – Edinger moved to adjourn the meeting. Seconded by Buboltz. Call vote. Motion carried unanimously. The meeting adjourned at 8:00 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer