

**Redevelopment Authority  
Minutes**

**October 11, 2018**

**Brillion City Hall**

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

**APPROVA OF MINUTES – September 13, 2018 Redevelopment Authority Commission meeting.**

**Motion** – Bennett moved to approve the minutes of the September 13, 2018 Redevelopment Authority Commission meeting as printed and circulated. Seconded by Buboltz. Call vote. Motion carried unanimously.

**REPORTS OF OFFICERS:**

**Chairperson:**

No Report.

**Treasurer:**

Buboltz review the RDA Treasurer’s Report stating the bank account has an ending balance of \$683.86 as of 9/30/2018.

**Motion** – Edinger moved to approve the Treasurers report as submitted. Seconded by Pribbernow. 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 next Chamber Lunch and Learn with be held on October 16th. Larry Dietz will be the guest speaker on Leadership.
- The Chamber of Commerce 1<sup>st</sup> Annual Best & Brightest Awards gala will be held of October 18<sup>th</sup>. There are 170 guests anticipated to attend the event.

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

Wenzel read the RDA Vision, Goal and Objectives statement.

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

Gosz asked the RDA members if they would like to tour the City Center facility. It was suggested to wait until the building is more complete.

It was suggested to ask Andy Dumke and TJ Lamers to attend the November RDA meeting to give an update on the Dumke housing development. Gosz will contact them to see if they are able to attend.

**BRILLION IRON WORKS – UPDATE:**

Gosz gave an update on the project. She explained the ER-TID was adopted by the City Council on September 26<sup>th</sup>. The property was purchased on September 28<sup>th</sup>. Gosz reported on what will take place to close off the portion of the property that will eventually be demolished. She reported that Public Works Director Andy Geiger is taking the lead on this for the City.

Kohrell reported she has been responding to some requests from potential developers on the property, mainly through New North. Kohrell has been working with Carol Karls from WPS on these requests, which have specific need for electrical power.

**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 currently has 19 individuals signed up to attend. She stated the Cedar Corporation is the firm that was hired by the Village of Hilbert to prepare their Village-wide Economic Development plan and this session is a good opportunity for RDA members to see if the Cedar Corporation would be a good firm to hire for the RDA as a consultant.

**2019 BUDGET - UPDATE:**

Gosz explained in order to meet the levy limit, the City Council is proposing cuts to the RDA budget. The Council will leave in the amounts for the hanging baskets, however, the Council suggested charging more for the basket donation and possibly doing only 30 baskets. Gosz proposed to the Council to transfer \$7,707.00 from the Community Development Reserves to the RDA Reserve to use for consultant fees.

**2019 HANGING FLOWER BASKET PROJECT:**

Gosz restated that the Council has concerns with the future of this project and suggested to look for other civic groups to help. She suggested that a subcommittee of the RDA be formed to work on this. Edinger and Buboltz volunteered to be on the subcommittee.

Kohrell stated that the City of Kiel created a BID in their downtown which helps fund their hanging baskets.

**POP-UP SHOP- SCHEDULE TOUR OF BAKER BILL’S AND OTHER VACANT MAIN STREET PROPERTIES:**

Neils reported the Keith Krepline from the Chamber of Commerce Board is taking the lead on the Pop-Up Shop program.

Wenzel stated there is an oil tank in the basement of the Baker Bill property. The cost to remove the tank may be more than the property is worth.

Kohrell reported the County is hiring a consultant to help apply for a Countywide EPA Brownfield Grant. Kohrell will be working with each community to write each community’s “story” for the grant application.

Wenzel asked the members if there are any other vacant buildings that should be toured. The old Richards Clothing building, Day Auto property on the corner of E. Water and Main, the Ruebl property on the corner of W. Water and Main were all suggested. Wenzel suggested the RDA could help those property owners by bringing in building contractors to help the property owners identify what repairs to

their property may be necessary in order to rent the property. She suggested that RDA members give this some more thought and brainstorm ideas at a future meeting. Kohrell suggested that Seth from the Cedar Corporation may have some thoughts on this.

**DISCUSS/SCHEDULE JOINT MEETING WITH THE CHAMBER BOARD, TOURISM COMMITTEE AND PARK & RECREATION COMMITTEE:**

Wenzel suggested a meeting be held with these committees once a year to talk about projects in the downtown area that can be worked on together.

Pribbernow suggested non-profit groups also be asked to join these meetings. She has tried this but only a select few attended.

It was suggested to invite these groups to the January RDA meeting.

**GENERATE IDEAS TO CREATE REVENUE SOURCES:**

Creating a BID (Business Improvement District) was suggested.

**HOUSING DEVELOPMENT DISCUSSION:**

Kohrell reported there is a Workforce Housing & Development Conference to be held on Wednesday, November 7<sup>th</sup> at Lambeau Field Atrium.

**FARM MARKET UPDATE:**

Wenzel suggested another group help with this project. She stated Zander Press has been donating the signs. She suggested that a small donation from each vendor be given to help with advertisement.

**FACEBOOK:**

Pribbernow has been keeping the RDA Facebook page current.

**NEW BUSINESS:**

**Future Agenda Items:**

Pribbernow suggested the City Code for façade improvements in the downtown be looked at.

**Next Meeting Date:**

Thursday, November 8, 2018 at 6:30 pm at Brillion City Hall.

**ADJOURNMENT:**

**Motion** – Buboltz moved to adjourn the meeting. Seconded by Popp. Call vote. Motion carried unanimously. The meeting adjourned at 7:48 pm.

Lori M. Gosz  
City Administrator/Clerk-Treasurer