

REDEVELOPMENT AUTHORITY COMMISSION

March 7, 2019

Brillion City Center

6:30 pm

CALL TO ORDER:

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

ROLL CALL:

Present were Chairperson Beth Wenzel, Matthew Bennett, Jerome Popp, Kim Buboltz, Mel Edinger. Also present were City Administrator/Clerk-Treasurer Lori Gosz, Mayor Gary Deiter, and Calumet County Economic Development Director Mary Kohrell. Absent was Ralph Rice.

Guest: Chris Brandt, Kay Brandt, Tamara Pribbernow, Gordie Gasch, Mike Buboltz, Debbie Kamps, Dave Kamps, Joel Thorpe, Doug Neils, Amy Meyers, Sarah Pielhop, Louie Lecker, Randy Ryoti, Fire Chief Joe Diener, Park & Recreation Director Ann Marx, Police Chief JoAnn Mignon, Alderpersons Vicki Shafran, Tim Hansen, Betty Nies.

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES – January 10, 2019 RDA Meeting:

Motion – Buboltz moved to approve the minutes of the January 10, 2019 Redevelopment Authority Commission meeting as printed and circulated. Seconded by Edinger. Motion carried unanimously.

REPORTS OF OFFICERS:

Chairman:

No Report.

Treasurer Report:

Buboltz reported there were no activity in the account in January. In February a reimbursement of \$100.00 was received from the City Tourism fund for the pole decoration winner.

Motion – Bennett moved to approve the Treasurer's report as presented. Seconded by Edinger. Motion carried unanimously.

Secretary Report:

Review of the Reserve Budget: Gosz reported there were no expenditures in January or February taken from the RDA reserves.

GROUP PROJECTS – WHAT PROJECTS DOES YOUR COMMITTEE/BOARD HAVE PLANNED FOR 2019?

Wenzel welcomed everyone. She explained the purpose of this meeting is to discuss what each group is doing, to look at areas that there may be overlap, and to look at what may need to be changed.

RDA:

Wenzel reported on the projects that the RDA have been working on:

- Very loosely managing the Farmers Market.
- Hanging Flower Baskets. Donations will offset the cost for this project.
- Helping the American Legion with the flag pole. The cost is budgeted from the City General Fund.
- Housing development in the downtown. Wenzel gave an update on the downtown housing development with Andy Dumke and his WHEDA Tax Credit application for the development.
- RDA members had attended community placemaking/community planning workshops. Without funding is it had to do much.
- Buboltz reported in past years funds were received for landscaping, bike racks, benches, to help beautify the downtown.
- Matthew explained why the RDA was formed, mainly because of the creation of TID #2. The RDA District is larger covering all of the downtown district. The boundaries have been extended to include TID #5.
- Zero Interest Loan program for façade improvements.
- Edinger stated the Friendship Trail extension is also been discussed.
- Business visits is a goal. The Chamber is working on this.

Mayor Deiter commended Bob and Pat Endries and Ariens Co for their help to the RDA projects. He commented on things he has been working on.

When Shopko Pharmacy closed, he contacted Bellin regarding a pharmacy. Bellin gave the City a verbal commitment to bring a retail pharmacy to Brillion. They need to find a location.

Deiter stated input from members from the community is very important. In his past 12 years he has noticed that there is more communication beyond our boundaries. We are extending services to those less fortunate communities.

Pielhop questioned the TIDs. Gosz explained where each District is located. She explained that the City will be amending the project plans to allow for cash sharing between TIDs. This will help the City with borrowing needs. Gosz stated TID #2 will not be amended, it is intended to let that cash flow grow until the TID closes. Per State TID law the City can then use the surplus from the TID for housing development anywhere in the City.

Brillion School District:

Gordie Gasch reported on projects the School District is working on:

- The Brillion School District will be putting advertising on billboards on the highway to try to capture open enrollment students.
- Extended School Day Program. He explained it is a new program to offer school activities for kids before and after school. There will be a fee charged to users. This will be in April and May, then during summer school. He stated it is meant to be a self-supporting program. It is open to all public and private school students in the District.

Randy Ryoti questioned the County sales tax. He also questioned RDA's plans for the downtown housing development if it should not happen. Gosz explained the WHEDA tax credit process. She stated the RDA has sample Requests for Proposals should the Dumke project not receive the WHEDA Tax Credits.

Kohrell responded to Ryoti's question on the County sales tax. Deiter explained the County is repairing roads based on the PASER rating.

Plan Commission:

Deiter reported the Plan Commission activities are based on needs. More of review of plans/building permits.

Pielhop questioned if there have been any residential subdivisions in the planning process. Deiter responded that he has been talking with the Steinfest brothers on purchasing their property.

Discussion followed on housing development. Mike Buboltz stated there are no local housing contractors that would be interested in building new homes. This is a concern. Vacant buildings were discussed. Kim Buboltz stated that the RDA has toured some buildings, but not all property owners allow access to their property.

Tourism Committee:

Pielhop explained how the Tourism funding is done. It is based off 70% of room tax collected by the City. The Tourism Committee funds requested to help bring people into the community. With the upgrade of the Brillion Community Center, a Tourism Center is now located in the front corner of the Brillion Community Center. The Tourism Committee has been saving funding to build this Tourism Center. Lecker stated this will help individuals know what we have for Tourism.

Brillion Nature Center:

Lecker reported on projects that the Brillion Nature Center are working on:

- She explained they are at the beginning stages of replacement of the overlook on the trail as it ends at the marsh. Cattail removal will also be done with this project.
- Lecker reported they are working on creating an app for phones. She is working with other nature centers on this. Hoping this will help promote the BNC and the City of Brillion.

Park & Recreation Commission:

Marx reported on projects that the Park & Recreation Commission are working on:

- Brillion Community Center renovation project is near complete.
- A Comprehensive Park & Recreation Plan is being worked on. Opening up Horn Park is a goal to help more use.
- Exercise room at the BCC has generated more members. Hoping to offer it as a 24/7 center.
- Working on programs with health insurances for program users.

Pielhop reported there is \$2,500 in the City Reserves for trail extension of the Friendship Trail. The intent is to expand this trail to Horn Park. The need for an updated Comprehensive Park &

Recreation Plan is necessary to receive grants. East Central Regional Plan Commission will no longer do plans for free. To contract out may be up to \$15,000.00 to develop an updated plan. She has been talking to Adam Backus from the County. Backus can also write for grants, however, without a current Comprehensive Plan the application for equipment grants are not possible. Bennett suggested contacting the civic organizations help funding for this. Pielhop stated she feels that this is the City's responsibility. Amy Meyers stated she feels the extension of the trail will bring people to the City helping Commerce.

Deiter stated in past years we were given many things from individuals but no money to keep them up.

Meyer suggested as a collaborative project, working together to find the \$15,000 for the development of the Comprehensive Park & Recreation Plan. The Ariens Company has plans for the trails system. Meyer suggested the Chamber help work on this.

Creation of a dog park was discussed.

Chamber of Commerce:

Meyer reported on the work that the Chamber has done.

- A year ago, the Chamber kicked off Strategic Planning for the Chamber.
- Neils explained members reduction was a concern. The Chamber looked at opportunities to grow the membership. They looked at zip codes and found 515 businesses registered in an approximate 12-15-mile radius of Brillion. They are looking to expand to those businesses. A Membership Committee was created.
- The Chamber is partnering with the Manitowoc Chamber of Commerce. They have been very helpful in working with Brillion Chamber. Membership advantage cards will be created, to be used in both Brillion and Manitowoc.
- Redoing the Chamber Buck program.
- Starting a Shop Local Committee. This will begin after Bazaar After Dark.
- Chamber Master app is worked on. This app will help market businesses.
- Meyer reports the Bazaar After Dark is an economic development program. This is a program developed by the Fox Cities Regional Partnership. A Business Walk will be done after the Bazaar After Dark event. This Business Walk will help understand the needs of our local businesses. The Fox Cities Regional Partnership would like to work with the vacant building owners to help promote more foot traffic in our downtown and use them as popup shops.
- Neils reported the next Lunch N Learn will be on Tuesday, March 12th at the Ariens Academy. Rock the Block and Bazaar After Dark will be the major discussion.
- Youth apprenticeship program event at the high school. The Chamber's website is currently being redesigned.

COLLABORATIVE PROJECTS – WHAT CAN WE DO TOGETHER/BRAINSTORM ON VISIONS/GOALS FOR THE FUTURE:

Wenzel suggested ways to communicate to others in the community. The Brillion News will give free publication and articles. She suggested giving information to be included in the City Newsletter.

PLAN THE NEXT MEETING DATE:

Deiter suggested to plan another meeting in 3 months. The Chamber offered to host the next meeting to be held at the Ariens Academy.

ADJOURNMENT:

The meeting adjourned at 8:34pm