

Approved

## REDEVELOPMENT AUTHORITY COMMISSION

May 16, 2019

Brillion City Center

7:00 AM

### CALL TO ORDER:

Chairperson Wenzel called the meeting to order at 7:01 AM.

### ROLL CALL:

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

**Guests:** David Sonnabend, Calumet County Community Development Director Mary Kohrell, and Doug Neils from the Brillion Area Chamber of Commerce.

### APPROVAL OF AGENDA:

**Motion** – Edinger moved to approve the agenda. Seconded by Bennett. Motion carried unanimously.

### APPROVAL OF MINUTES – APRIL 11, 2019 REDEVELOPMENT AUTHORITY COMMISSION MEETING AND APRIL 30, 2019 SPECIAL REDEVELOPMENT AUTHORITY COMMISSION MEETING:

**Motion** – Edinger moved to approve the minutes of the April 11, 2019 Redevelopment Authority Commission meeting and the April 30, 2019 Special Redevelopment Authority Commission meeting as printed and circulated. Seconded by Buboltz. Motion carried unanimously.

### ELECTION OF OFFICERS:

#### A. Chairman:

**Motion** – Bennett moved to cast a unanimous ballot for Beth Wenzel as the Chairman for the Redevelopment Authority Commission. Seconded by Popp. Motion carried.

#### B. Vice-Chairman:

**Motion** – Edinger moved to cast a unanimous ballot for Ralph Rice as the Vice-Chairman for the Redevelopment Authority Commission. Seconded by Buboltz. Motion carried.

#### C. Treasurer:

**Motion** – Bennett moved to cast a unanimous ballot for Kim Buboltz as the Treasurer for the Redevelopment Authority Commission. Seconded by Edinger. Motion carried.

### REPORTS OF OFFICERS:

#### A. Chairman:

Wenzel reported that Ed Burns gave her some contacts for potential businesses for our vacant stores. She also reported the owners of the former Shopko building have received contacts from individuals interested in the building.

#### B. Treasurer Report:

Reported was reviewed by the Commission.

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### **C. Secretary/Community Development Director Report:**

#### **1. Review of the Reserve Budget:**

The RDA's Reserve Budget was reviewed by the RDA. Gosz reported on the Hanging Flower Basket Program of which 19 of the 42 baskets have been sponsored to date.

Doug Neils reported on the following.

- The Chamber will host the next Organization Group Meeting on September 19<sup>th</sup> at the Ariens Academy.
- The Chamber Golf Outing is scheduled for July 11<sup>th</sup>.
- Youth Appreciation on apprentice at the Ariens Academy was held on May 15<sup>th</sup>.
- The May Lunch and Learn was cancelled due to lack of interest in attendance.
- Chamber Membership Drive to let members know what the Chamber does. This will be done in May and June.
- He will be resigning from the Chamber Board as of the end of June. Brian Witt from the Ariens Company will be replacing him.

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

#### **A. 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 Buboltz. Motion carried.

The RDA went into Closed Session at 7:16 AM.

#### **B. Open Session:**

**Motion** – Edinger moved to return to Open Session. Seconded by Buboltz. Motion carried.

The RDA returned to Open Session at 7:52 AM.

#### **C. Dollar General Building:**

**Motion** – Bennett moved to recommend to City Council to approve and accept the financial donation to the Brillion RDA from Bob and Pat Endries that will be used for the purchase of the property at 205 N. Main Street from Randy Schmeidl. Seconded by Buboltz.

Gosz stated the intent is to have the RDA make an Offer to Purchase for the building once Dollar General no longer occupies the building. The donation from Endries would be used to purchase the property.

Motion carried.

#### **D. Housing Development:**

Gosz reported that five (5) potential developers have been contacted.

Wenzel asked how the RDA wants to determine the best proposal. Discussion followed on the following bullet points:

- Quality of Product.
- Architectural design.

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- Being able to receive rent for the apartments.
- Timeframe.

It was questioned whether or not the RDA can place a deed restriction on the property. Gosz will check with the City Attorney on this. The concern is the material used for façade. Gosz stated this is in the RDA's Master Plan. It is also addressed in the City's Zoning Code for Downtown District. Wenzel suggested the Code be reviewed at the next meeting.

**BRILLION WORKS – UPDATE:**

Gosz reported the City received two (2) proposals for Professional Services for the Development of Plans and Specifications for demolition of the former Brillion Iron Works buildings. She explained that per the Developers Agreement with Brillion Works LLC the City is responsible for the demolition costs. The City Attorney will be reviewing the proposals for Council action on May 28<sup>th</sup>.

**REDEVELOPMENT DISTRICT IMPROVEMENT PLAN:**

Tabled.

**POP UP SHOP – SELECT RDA MEMBER TO WORK WITH CHAMBER BOARD MEMBER:**

Gosz reported that Tamara Pribbernow was selected to work with the Chamber on this. Popp stated he would like to be the RDA member on this project with the Chamber. It was suggested to create a list of possible store fronts/vacant buildings available.

**REVENUE SOURCES – CONTINUE TO REVIEW OPPORTUNITIES:**

No action.

**FACEBOOK:**

Wenzel reported she will keep it current.

**NEW BUSINESS:**

**A. Future Agenda items:**

None.

**B. Next Meeting Date:**

The next regular scheduled RDA Meeting will be held on June 13th at 7:00 AM.

**ADJOURNMENT:**

The meeting adjourned at 8:39 am.

Lori M. Gosz, Secretary