

REDEVELOPMENT AUTHORITY COMMISSION MEETING

December 12, 2019

Brillion City Center

6:30 PM

CALL TO ORDER:

Wenzel called the meeting to order at 6:30 PM.

ROLL CALL:

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

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES – NOVEMBER 14, 2019 REDEVELOPMENT AUTHORITY COMMISSION MEETING:

Motion – Bennett moved to approve the minutes of the November 14, 2019 Redevelopment Authority Commission meeting as printed and circulated. Seconded by Edinger. Motion carried unanimously.

REPORTS OF OFFICERS:

A. Chairman:

No Report.

B. Treasurer:

Buboltz report the Treasurer’s Report reflects the \$100 expense for the Fall Pole Decorating Contest. Gosz stated she will have it reimbursed before year end.

Motion – Edinger moved to accept the Treasurer’s Report as presented. Seconded by Bennett. Motion carried.

C. Secretary/Community Development Director:

1. Review of Budget:

No report.

REPORT FROM BRILLION CHAMBER OF COMMERCE:

Witt reported on the following:

- Lunch and Learn at Ariens Plant 3.
- Jingle & Mingle at Carstens Mill. Attendance was low.
- 2020 Membership Drive called “Boots on the Ground” campaign.
- Next Board Meeting is December 18th.
- No January Lunch and Learn. Lunch and Learn will resume in February.
- Chamber Bucks are available.

2006 REDEVELOPMENT DISTRICT IMPROVEMENT PLAN – REVIEW/CONSIDER RECOMMENDATIONS:

Gosz explained she received survey samples from Jon Bartz from WEDA. Bartz has offered to have Erin Welty, WEDA Connect Communities, to help the RDA on the next steps/visions/planning with the Downtown Survey.

Rice suggested reviewing the samples and decide what is most important to ask the businesses/owners. Do they want to sell? He suggested there should be two (2) separate surveys.

Rice suggested the RDA review and have items to include back to Rice to compile. He suggested having ten (10) questions. He stated he feels this information is very important to the RDA and the District. It is invaluable to keep vacancies in the Downtown full. We should have working plan on what we have available to offer. It will give us the information we need to bring in new business owners.

DOWNTOWN REDEVELOPMENT – MAIN STREET SQUARE PROJECT:

A. Housing Development – City Center – Brillion LLC Developer Update:

Gosz reported Andy Dumke is finalizing his development plans and it is expected that he will begin work in February.

Gosz reported she talked to Nick Madison and Carrie Deiter after the Lunch N Learn about the need for housing in the City.

B. Dollar General Building – Offer to Purchase/Discuss Plans & Budget:

Gosz reported she has submitted the CDBG-Close Report to the Wisconsin Department of Administration. She has received notice that the City’s close balance of \$76,273.11 has been approved. The City will now submit the balance to the Department of Administration who will hold the funds for reuse by the City through the Close Program. Gosz explained the City has until January 31, 2021 to submit applications for eligible projects.

Gosz reported she briefly discussed this with Mary Kohrell and propose to use the funds for the demolition of the Dollar General building once vacant. Also, as Kohrell suggested in prior meetings Calumet County has received a grant from the EPA which could be a source of funding for the environmental assessments and remediation of the property. Gosz stated she will discuss this more with Kohrell and bring a proposal back to the January RDA meeting for consideration and recommendations to the City Council.

BRILLION WORKS – UPDATE:

Gosz reported on grants that have been applied for through the EPA and WiDOT. She reported the demolition work may be completed as early as February.

MARKETING – DISCUSS OPPORTUNITIES:

Wenzel suggested creating a Marketing Brochure. This was a suggestion from Mark Olson. Wenzel suggested we could sell advertising on it to support this cost. Amy Myers from the Brillion Chamber of Commerce offered to help with this.

Approved

FALL DOWNTOWN LIGHT POLCE DECORATING CONTEST:

No report.

POP-UP SHOP:

Witt and Popp are working on this project. The sample of Viroqua was to have it for four (4) months, October through January. The Walk through Brillion Event could bring people through the Shop.

Witt stated the Downtown Business Survey will help find a potential building to use.

REVENUE SOURCES – CONTINUE TO REVIEW OPPORTUNITIES:

Purchasing property to lease or sell was discussed as a way to start generating revenue.

Wenzel suggested having survey questions to Sonnabend and Rice. Wenzel suggested having the ECWRPC Housing demographics done in 2017 to be shared with business owners.

FACEBOOK:

No report.

NEW BUSINESS:

None.

A. Future Agenda Items:

None listed.

B. Next Meeting Date:

January 9, 2020 at the Brillion City Center at 6:30 PM

ADJOURNMENT:

The meeting adjourned at 8:07 pm.

Lori M. Gosz
City Administration/Clerk-Treasurer