

**BRILLION REDEVELOPMENT AUTHORITY COMMISSION**  
**Minutes**

**March 11, 2021**

**Brillion City Center Council Chambers**

**6:30pm**

**CALL TO ORDER:**

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

**1. ROLL CALL:**

Present Chairperson Beth Wenzel, Matthew Bennett, Kim Buboltz, and David Sonnabend, Staff: Administrator / Community Development Director Peter Wills. Also present Mary Kohrell, Calumet County Community Development Director

**2. APPROVAL OF AGENDA:**

**Motion** – Buboltz moved to approve the agenda and printed and circulated. Seconded by Bennett Motion carried.

**3. APPROVAL OF MINUTES:**

**Motion** – Bennett moved to approve the minutes of the January 14, 2021 Seconded by Buboltz. Motion carried.

**4. CHAIR REPORT:**

Chair reported on the RDA Training Session held February 24, 2021 by Ehlers/ Quarles & Brady Beth Wenzel, Peter Wills, Sarah Pielhop, Mary Kohrell attended, communities of Brillion, Chilton & New Holstein were included. The slides from the training and link to recording of the training was included in the packet.

**5. SECRETARY REPORT:**

**TID #2 City Center Project:**

**a. Former Dollar General Property 205 N Main St-Bob & Pat Endries Donation:**

Wills attached the donations made by Bob & Pat Endries to fund the purchase of 205 N Main Street, Former Dollar General Building by the RDA \$25,000 in October 24, 2019 \$503,500 October 15, 2020 in preparation for closing on the purchase of the property. The Endries total commitment to the project was \$543,500 in October 2019. The accrued 2020 Property Taxes were deducted from the purchase price of the building, therefore the full amount of the 2020 Property taxes of \$11,569.29 came due for \$205 N Main Street. Administrator Wills met with Bob Endries regarding the Taxes on the 205 N Main Street. He requested that the \$9,805.02 for accrued taxes through October 2020 be paid out of the Bob Endries donation to the RDA in September 2018 for City Center Memorial. The Tax Amount after the purchase by RDA for November to December 31, 2020 Bob Endries paid \$1,764.27 on Credit card, will be applied toward the taxes.

**b. Motion** to recommend to council \$9,805.02 for accrued taxes through October 2020 be paid out of the Bob Endries donation to the RDA by Bennett, Second by Sonnabend, motion carried.

6. **Treasurer Report:** Kim Buboltz, reported the RDA account has \$683.86. Bennett made motion to approve, seconded by Sonnabend, motion to approve Treasurer Report carried.

7. **2006 REDEVELOPMENT DISTRICT IMPROVEMENT PLAN Approved by Council: Expand Boundaries/Identify Future Project Areas:**

Administrator Wills reported that Council approved the RDA committee expanded boundaries of the 2006 Redevelopment District Improvement Plan.

Administrator Wills will work with Department of Public Works and Calumet to draw Map of the area to return by May meeting.

8. **TIF Updates:**

- A. **TIF Map of TID Districts in the City of Brillion**

Previous meeting Administrator Wills discussed working with Calumet County Planning, and Mary Kohrell to create map that can be shared with the RDA committee and public showing the boundaries the Tax Incremental Financing Districts by April, That looks like it will need to be extended until June.

9. Dollar General Update was covered under Secretary Report.
  - a. CDBG CLOSE Grant Funds. Received confirmation that grant packet was received by WI DOA. No updates since. Uncertain if demolition project will be 2021 or go into 2022.
  - b. CITY CENTER APARTMENTS, CITY CENTER PROJECT WEDC CDI GRANT 2018. The target completion date is June 15th with new resident move in on June 16th. Goal is to have a project celebration before opening. Administrator Wills will seek to get something setup.
  - c. The city has approved a Lease to have ACC Management lease the Conference Room at the City Center to meet with potential tenants to lease out the Apartments.

10. **Old Business RDA Committee Membership:** Chris Brandt was the only completed RDA Committee Volunteer Sheet that was received at City Hall for Committee opening. Beth Wenzel and Sarah had other inquires, did not receive additional completed forms. Committee reviewed Chris Brandt and motion by Bennett to recommend Appointment to Council, second by Buboltz to have Mayor make recommendation to Council for approval motion carried.

11. **New Business:** None

**Next Meeting: April 8, 2021 6:30pm**

**ADJOURNMENT:**

The meeting adjourned at 7:32 pm.

Peter Wills  
Administrator/Community Development Director

