

RDA REDEVELOPMENT AUTHORITY COMMISSION COMMITTEE MEETING

MINUTES

Date: December 9 , 2021 Time: 5:30 pm

1. **Call to Order:** Chair Wenzel called the meeting to order at 5:30 pm
2. **Roll Call:** Beth Wenzel Chair, Kim Buboltz, Matthew Bennett, Chris Brandt, Dave Sonnabend, City Administrator -Peter Wills.

Not Present: Council Rep Joe Behnke

3. **Approval of Agenda:**
Motion: Bennet moved to approve the agenda as printed. Second by Brandt Motion carried.

4. **Approval of Minutes of November 11, 2021:**
Motion: Buboltz moved to approve the minutes of the November 11, 2021 RDA meeting. Second by Sonnabend. Motion carried.

5. **Guests:** Lydia Dill,-Library Director, Brittany Smith-, Library Board, Carla Zander

6. **Chairperson:**
None

7. **Secretary**
 - a) New Commission Member recommendation to Council. Reviewed RDA Member Volunteer Forms For Joan Schmitt, Tammy Williams, Carla Zander. Matthew Bennet brought up that according to the State RDA Members need to live in the City.

Motion: by Wenzel to nominate Carla Zander to the RDA recommendation to Council. Second by Buboltz. Discussion on Carla has idea she would like to bring to downtown and local Businesses. Motion Carried.

8. **Treasurer Report:**
 - A. Kim Buboltz, reported the RDA account has \$683.86.
Motion: To accept the account balance by Bennet Second by Sonnabend,. Motion carried.

9. **Brillion Public Library Reading Garden-Lydia Dill, Library Director** presented upgrading Library Reading Garden. Inspired by Library Gardens in Sheboygan and Kaukauna. No budget or plans finalized yet, garden will be funded through private grants, and fundraising. Discussion to ensure budget for ongoing maintenance.
Motion: Bennet moved to recommend the Brillion Library Garden to Plan Commission. Second by Sonnabend. Motion carried

10. **WEDC Connect Communities**

WEDC Grants still available, forwarded email of programs to members. KPOR is applying for Main Street Bounce Back grant for vacant building for the new location on Ryan Street. Encourage to look at vacant buildings and encourage potential tenants to look at. Grant goes through May2022.

11. Downtown District Improvement Plan

a. Donation of 323 N. Main Street vacant Lot to RDA by Bob & Pat Endries. Property Donation Form Attached. Reviewed maintenance costs with DPW, expect will be minimal for the lot.

Motion: Sonnabend made motion to accept Donation of 323 N Main Street by Bob & pat Endries and recommend to Council. Second by Bennett. **Discussion,** Bob is not putting conditions on the Property. The garage will be removed by January 2022. Endries are paying the taxes for 2021. Motion Carried, moved to Council.

b. Identify Future Project Targets for redevelopment RDA.

Additionally, have had brief discussion on Holy Family School potential donation, do not have timeline or full plans.

Concerns that the Bakery is not moving forward due to not allowing side door access by Kreative Knots. A number of complaints over the fence built in their parking lot, difficulty by Fire Dept to do inspection and harassing neighboring business over trespassing is someone walks across their lot.

Recommendation by RDA to seek to hire building inspector to do code enforcements. Believe value of downtown businesses, condition of buildings and hurts attraction to the downtown by lack of enforcement. Recent demolition are due to condition deterioration by lack of improvement. Discussed need to fund, can we look at TIF#2, other outside licensed inspectors to enforce code, reflects poorly on downtown.

12. TIFS

A. TID # 2- Dollar General Property/City Center Project

1. CDBG GLF Close Grant Contract Approved. Following CDBG CLOSE Contract Guidelines to start Project in 2021.

2. WEDC CDI Grant – TID #2 working on it. Final Grant Close out Expenditure Report and Reimbursement Request

B. TID # 5 Former Brillion Iron Works Property

13. WEDC IDLE Sites Grant 2019 , Reporting must be completed by January 2022.

14. Old Business:

TIF Map Request

Follow up discussion regarding request by the City to have other organizations take on items that come to the City that previously was handled by other organizations.

Flower Basket Coordination-Have not had discussion on the Brillion Chamber on taking over. Administrator will seek to have added to next board meeting Agenda.

Downtown Light Pole Decoration previously was a Chamber program, some point came to City under last Administrator. Seek to have on upcoming the Chamber board meeting.

15. New Business:

Next RDA Meeting January 13, 2022 5:30pm

16. Adjournment:

The meeting was adjourned at 7:13pm.

Peter Wills

Secretary