

RDA REDEVELOPMENT AUTHORITY COMMISSION COMMITTEE MEETING

MINUTES

Date: November 11, 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: Buboltz moved to approve the agenda as printed. Second by Brandt Motion carried.
4. **Approval of Minutes of October 14, 2021:**
Motion: Buboltz moved to approve the minutes of the October 14, 2021 RDA meeting. Second by Bennent. Motion carried.
5. **Guests:** Jon Bartz, Region Manager WEDC, Mary Kohrell Economic Director- Calumet County
6. **Chairperson:**
 - a) Downtown Light Pole Decoration Endries winner of \$100.00 in Chamber Bucks that was awarded to the RDA from City Tourism Funds.
7. **Secretary-**Request by the City to have other organizations take on items that come to the City that previously was handled by other organizations.
 - a) Flower Basket Coordination-Discussion on the Brillion Chamber take over. Beth and Kim are on the Chamber, will bring up at next board meeting.
 - b) Downtown Light Pole Decoration previously was a Chamber program, some point came to City under last Administrator. Seek to have the Chamber work with local businesses to coordinate. Beth and Kim are on the Chamber, will bring up at next board meeting.
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 Coffee Shop-**Mark Olsen, Ariens Co submitted plans for a new building to replace former Zero Turn that was demolished earlier in the year at 306 N Main Street. The plans are for a building with Drive through for Coffee shop on the First Floor, with historical look that fits into the Downtown with a glass garage door front that can include front tables. Second floor living quarters for operators or tenants.
Motion: Buboltz moved to approve the Brillion Coffee Shop Plans. Second by Bennent. Motion carried

10. WEDC Connect Communities and Guest Jon Bartz Discussion

WEDC Connect Communities

- a. Annual Cost \$200 to be part of WEDC Connect Communities -Downtown partner.
- b. Determine Key Connect Downtown Goals for 2021-2022
 - a. Top Goals
- c. WEDC Connect Communities Update
- d. WEDC Main Street Bounce Back Program
- e. WEDC 2021 Fall Mini Makeover Contest

11. Downtown District Improvement Plan

- a. Demolition of 323 N. Main Street-Demolition is completed
- b. 323 N Main Street. -No Follow up on the offer from Bob Endries for 323 N Main Street
- c. Identify Future Project Targets for redevelopment RDA

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
- Banner Sponsorship for new Downtown Banners

15. New Business:

Next RDA Meeting December 9, 2021 5:30pm

16. Adjournment:

The meeting was adjourned at 7:13pm.

Peter Wills

Secretary