

(Approved)

**REDEVELOPMENT AUTHORITY COMMISSION
Minutes**

January 15, 2015

Brillion City Hall

6:00 PM

CALL TO ORDER: Chairperson Laura Bonnet called the meeting to order at 6:00 pm.

ROLL CALL: Present were Kim Buboltz, Laura Bonnet, Alderperson Mel Edinger, Rebecca Flanders, and Community Dev. Director/RDA Coordinator Cheryl Welch with Beth Wenzel arriving at 6:12 and Ralph Rice arriving at 6:15. Excused were Mayor Gary Deiter and Jerome Popp.

APPROVAL OF THE AGENDA:

Motion – Bonnet moved to have agenda item 7B moved under 5, seconded by Bubolz. Motion carried unanimously.

Motion - Edinger moved to approve the agenda. Seconded by Buboltz. Motion carried unanimously.

APPROVAL OF THE DECEMBER 11, 2014 MINUTES:

Motion –Edinger moved to approve the December 11, 2014 minutes with correction on page 3 of changing November to January under “Future Agenda Items”. Seconded by Buboltz. Motion carried unanimously.

WELCOME NEW MEMBERS:

Bonnet welcomed the Flanders and thanked her for becoming a part of the RDA.

GUESTS:

Ralph Haberland.

FLAGS FOR MAIN STREET LIGHT POLES:

Haberland was present to represent the American Legion. Discussion occurred around how the RDA could help the Legion with keeping the flags on Main Street from Memorial Day to Labor Day. The RDA offered to help put up and take down the flags, as well as any other help with the flags that may be needed to accomplish keeping the flags out during this timeframe. Haberland will take the RDA’s requests back to the Legion. The RDA and Haberland will continue to work together on this opportunity.

REPORTS OF OFFICERS:

Chairman:

No report.

Treasurer:

Welch presented the 2015 budget for the RDA that was approved by the City Council. The use of how the funding line items could be used were discussed.

Secretary/Community Development Director:

A brief report given on the progress of the Plan Commission planning process with the “Commercial Development” section being delegated to the RDA and the Chamber of Commerce. Welch discussed the role of the RDA and their responsibilities according to Wisconsin State Statute and the City of

(Approved)

Brillion Resolution No. REO3-03. Each member had received a copy of these two documents. As the RDA is responsible for the downtown development plan, the Plan Commission determined it was best for the RDA to work on this Goal, as well as determine a plan on how to connect the Downtown to Highway 10. Further discussion occurred during the “Strategizing the Downtown Development” agenda item.

UNFINISHED BUSINESS:

A. 2015 Hanging Basket Project:

Welch presented the number of sponsors to date. At this time there are commitments for sponsorship for 25 baskets. The RDA would like to have 32 baskets this year to go from downtown to Highway 10 to help with connecting Downtown businesses to Highway 10 businesses. Discussed concerns of the City Council not supporting the effort when there is approved funding for the project. Welch reminded the members that the final count needs to be to Schroth’s by February 1, 2015 for planting.

Motion – Rice made a motion to purchase an additional eight (8) baskets at \$25 per basket as allowed in the budget. Seconded by Bonnet. Motion carried unanimously.

Motion - Wenzel moved to return to the January 2015 Council meeting requesting the approval of the eight additional baskets for 2015, not to exceed \$25 per basket purchase with the understanding sponsorships cover the cost of the planting. Seconded by Buboltz. Motion carried unanimously.

B. Fall Fest 2014 – Event Follow-up:

Discussion for planning the 2015 Fall Festival ensued. Bonnet provided a Planning Guide for what tasks need to be accomplished by when for planning and implementing the 2015 Fall Festival. Some brainstorming occurred with some additional considerations for making the 2015 Festival a success. This topic will remain on the monthly agendas.

NEW BUSINESS:

A. 2015 RDA Budget:

Discussed under Treasurer’s Report.

B. Strategizing for Downtown Development.

Further discussion occurred around the direction the RDA would like to go to brainstorm and plan the Downtown development using the direction from the Plan Commission and the roles and responsibilities of the RDA through State Statute and City Code. The RDA also discussed how to bring the Chamber to the table in the planning. Members agreed to set up an additional planning meeting between this meeting and the February 12, 2015 regularly scheduled meeting. Welch will put a Doodle out to find the best time for the majority to meet.

FUTURE AGENDA ITEMS AND NEXT MEETING DATES:

A. February Meeting Date:

The next regularly scheduled meeting is February 12, 2015 at 6:00 PM at City Hall. Agenda items to be included are: Fall Fest 2015, Flags for Main Street, 2015 Hanging Basket Project, and Downtown Development and Connecting with Highway 10.

ADJOURNMENT:

(Approved)

Motion – Edinger moved to adjourn the meeting. Seconded by Wenzel. Motion carried unanimously. The meeting was adjourned at 7:52 PM.

Cheryl Welch
Community Development Director/RDA Coordinator