

(Approved)

**REDEVELOPMENT AUTHORITY COMMISSION
Minutes**

August 19, 2015

Brillion City Hall

7:30 AM

Call to Order: Chairperson Wenzel called the meeting to order at 6:05 pm.

Roll Call: Present were Kim Buboltz, Rebecca Flanders, Beth Wenzel, Alderperson Mel Edinger, and Community Dev. Director/RDA Coordinator Cheryl Welch. Absent: Ralph Rice, Michael Smith, and Jerome Popp.

Approval of the Agenda:

MOTION - Edinger moved to approve the agenda. .A being changed from July to August. Seconded by Buboltz. Motion carried unanimously.

Approval of Minutes:

MOTION –Edinger moved to approve the July 16, 2015 minutes. Seconded by Bubolz. Motion carried unanimously.

GUESTS:

No Guests Present

Old Business:

A. Planning Process and Next Steps

Welch provided an overview of the common factors from the list of priorities identified by each member. The common themes were around five key areas of (1) Parking lots and sidewalk improvements; (2) Hub improvements include determining how to best utilize the site that will benefit the downtown area; (3) Connection of trails through the City of Brillion; (4) Expand the Farmer’s Market for 2016; (5) Develop and institute solutions to address vacant building issues within the downtown and City of Brillion. The RDA members present agreed to make these the five priorities for rest of 2015 and 2016.

Motion: Wenzel moved to accept the five topics as priority goals for the RDA for 2015 and 2016. Seconded by Buboltz. Motion carried unanimously.

Motion: Flanders moved to recommend to the City Council to consider purchase of the Hub for improving downtown and eliminating vacancies and preventing blight. Wenzel seconded. Motion carried. Welch was instructed to present this at the August City Council meeting.

C. Fall Festival 2015 Planning:

The RDA discussed the nest steps on the preparation of the Fall Festival. It was determined that it would be good to try to have a band in the Hub parking lot, as well as more food vendors. Welch reported that Sonnabend buses will run and that Gerry Sonnabend had agreed to last year’s cost of \$100 per bus or \$300. The RDA members discussed having a music and talked about different

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options. There was agreement to allocate up to \$600 for a band if necessary. No motion taken on the actual expenditure at this time until a band can be found. Edinger stated he could as Dan Berger to which the group agreed for him to do. It was decided that there will be a map this year of the poles and activities to provide community and visitors attending the event. The map may be tied into the flyer with the names of sponsors who advertised. Wenzel will provide quotes for the posters and banners needed.

Welch was asked to get the information about the Fall Fest on the City's website and Facebook page, and promote the decoration of poles. Welch also stated she would get the City Connection out a couple weeks early to ensure the community has time to read about the Fall Festival event and the decorating of polls.

Flanders provided an update on the progress for the Monthly Artist Walk kick off. It was determined that it would be a great opportunity to use the Fall Festival as the start of the Monthly event.

This item will continue to be on the monthly agenda

New Business:

A. Request for Façade No Interest Loans

1. Brilliant Blooms request for up to \$3380.00 based on final expense for signage for new company located at 562 Ryan St..
2. Ken Zutz Real Estate Holdings, LLC requested \$8,000 for façade improvements 109 Cleveland.

Motion: Motion made by Flanders to give Ken Zutz Real Estate Holdings, LLC. \$8,000 for façade improvements for 109 Cleveland. Edinger seconded. Motion carried.

Motion: Motion made by Flanders to give Tammy and Gordie Gasch up to \$3,380.00 based on the final cost of sign and installation for Brilliant Bloom located at 562 Ryan St. Edinger seconded. Motion carried.

B. Future Agenda Items and Next Meeting Date

1. Future agenda items will include the Fall Festival, Art Walk, one or more of the five priorities; new meeting schedule.
2. Next meeting is scheduled for October 10, 2015 at 6:00 or 6:30 p.m. Specific time will be determined.

ADJOURNMENT:

Motion – Buboltz moved to adjourn the meeting. Seconded by Edinger. Motion carried unanimously. The meeting was adjourned at 8:55 AM.

*Cheryl Welch
Community Development Director/RDA Coordinator*