

(Approved)

**REDEVELOPMENT AUTHORITY COMMISSION
Minutes**

July 17, 2014

Brillion City Hall

6:00 PM

CALL TO ORDER: Chairperson Laura Bonnet called the meeting to order at 6:05 P.M.

ROLL CALL: Present were, Gaylord Unbehaun, Laura Bonnet, Cari Krepline, Beth Wenzel, Alderperson Mel Edinger, and Community Development Director/Redevelopment Coordinator Justin Linzmeier. Excused were, Kim Buboltz, Ralph Rice, Administrator Clerk-Treasurer Lori Gosz and Mayor Gary Deiter.

APPROVAL OF THE AGENDA:

Motion – Edinger moved to approve the agenda. Seconded by Wenzel. Motion carried.

APPROVAL OF THE June 12th, 2014 MINUTES:

Motion – Unbehaun moved to approve the minutes of the June 12th, 2014 Redevelopment Authority Commission Meeting minutes. Seconded by Edinger. Motion carried.

GUESTS:

None

REPORTS OF OFFICERS:

Chairman:

Chairperson Bonnet had no report for the committee.

Treasurer:

There was no treasurer report this month. Com. Dev. Director Linzmeier updated expenses were taken out for the concrete work on Main Street and for the last remaining Adopt-A-Basket plaques.

Secretary/Community Development Director:

Linzmeier updated the committee on the following events from City Hall:

- Manny Vasquez from the Fox Cities Regional Partnership will be partnering with Linzmeier for more retention visits in Brillion. This time they will be visiting NSC, Inc., Landroll Corp, and SDF Strapping.
- The new City's website was launched and is working great. There are still minor changes that will be made to the site and more photos need to be added.
- The issues with the hanging baskets and the new directional way finding signs has been corrected, the new benches and concrete was installed on Main Street, and so far 23 out of the 24 baskets were adopted.
- The City Quarterly Newsletter and City Directory were mailed out this month.
- Bomier Properties is now representing the former T&C market on Main Street. They are very optimistic about renting the property. Also Creative Knots will be opening on Main Street where the former Town & Country Consignment Store was located.
- Lastly it is with sincere sadness the Com.Dev. Director Linzmeier announced his resignation from his position with the City of Brillion. He thanked the RDA Commission, City Council, City Administrator Lori Gosz, and Mayor Gary Deiter for the tremendous opportunity here in Brillion. He

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stated it has been a privilege and honor to serve the community and wishes nothing but prosperity for Brillion in its future.

UNFINISHED BUSINESS:

A. Fall Fest 2014

Linzmeier started off the discussion by stating that since he was leaving and City Administrator Gosz will be filling in for him, she cannot devote a lot of time to this project. Linzmeier added if the Committee wanted to continue to move forward with the project they would need to divide up the tasks and complete the remaining required work. Alderperson Edinger wanted to keep moving forward with the project. Bonnet agreed since they received such a good deal on the busses she did not want to lose the opportunity. Linzmeier mentioned he spoke with Rice and he felt the same way and wanted to continue the Fall Fest. Wenzel started off by asking what was already completed and what tasks still needed to be worked on before the Fall Fest. RDA members compiled a list of what has been done and what needs to be completed yet. Com. Dev. Director Linzmeier will work on finalizing the Fest in his remaining weeks. RDA Chair Bonnet suggested holding another meeting in two weeks to go over the remaining tasks prior to Linzmeier's departure. A meeting is scheduled for July 29th, 2014 at 6:00 PM at City Hall.

B. 2006 Redevelopment District Improvement Plan:

Com Dev Director Linzmeier updated that the RDA left off on Chapter 4 of the Plan. Alderperson Edinger suggested the Plan be tabled for the foreseeable future. Bonnet agreed that it should be tabled until after the Fall Fest is complete and possible even long term. Edinger added there are several issues in the City and a plan to bring all the stakeholders together should take place before the RDA completes a Downtown Master plan.

C. Bike Rack Downtown

After reviewing the 6 pack bike rack and curve it bike rack from Parkitbikeracks.com the RDA members discussed the benefits of each bike rack. Everyone agreed they liked the 6-pack bike rack better. It was decided to place one bike rack by the northern benches by Main Street Square and the other location would be determined later.

Wenzel made a **motion** to purchase two of the 6-pack bike racks for the Downtown District. Krepline seconded. Motion carried unanimously.

NEW BUSINESS:

A. Flags for Downtown Brillion:

As mentioned last week the RDA members would like to see the flags on the light poles all summer long. Linzmeier had an example of the bolts used and a book of flags and flag poles with prices. He will drop off the samples to Buboltz who will investigate this project. Edinger suggested inviting one of the American Legion members to a meeting to discuss the project and work out an arrangement with the members. This will be an upcoming project for next year.

FUTURE AGENDA ITEMS AND NEXT MEETING DATES:

A. Tuesday, July 29th, 2014 at 6:00 PM

The next meeting is scheduled for Tuesday, July 29th, 2014 at 6:00 PM, RDA members voted to hold one last meeting for an update on the Fall Fest prior to Community Development Director Linzmeier's departure.

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At this time Gaylord Unbehaun also announced that he was resigning from the RDA committee tonight. He stated his age and health were becoming a factor and he needs to limit his busy schedule. The July 17th, 2014 meeting will be his last. He regretted his decisions however the factors were too great to ignore. All the RDA members thanked him for his numerous years of service to the community and wished him well.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Wenzel. Motion carried unanimously. The meeting was adjourned at 7:08 PM.

Justin Linzmeier
Secretary of the Redevelopment Authority Commission