

(Approved)

**REDEVELOPMENT AUTHORITY COMMISSION
Minutes**

July 29, 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, Kim Buboltz, Ralph Rice, Laura Bonnet, Alderperson Mel Edinger, and Community Development Director/Redevelopment Coordinator Justin Linzmeier. Excused were Cari Krepline, Beth Wenzel, Administrator Clerk-Treasurer Lori Gosz and Mayor Gary Deiter. There is one vacancy.

APPROVAL OF THE AGENDA:

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

APPROVAL OF THE July 17th, 2014 MINUTES:

Motion – Edinger moved to approve the minutes of the July 17th, 2014 Redevelopment Authority Commission Meeting minutes. Seconded by Buboltz. Motion carried.

GUESTS:

None

REPORTS OF OFFICERS:

Chairman:

Chairperson Bonnet had no report for the committee.

Treasurer:

There was no treasurer report this month.

Secretary/Community Development Director:

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

- Both bike racks have been placed by the benches on Main Street. The Department of Public Works staff will stake down the Bike Racks and the RDA committee can move them where ever they see fit in the future.
- Linzmeier passed out a descriptive sheet with projects the RDA has completed this past year as a hand off for projects in the future.
- Linzmeier mentioned he spoke with Claire Letourneaux about possibly becoming a replacement on the RDA committee and will follow up with her before he leaves.
- The possibility of taping the RDA meeting was brought up and tabled at this time. The RDA members were open to the idea of granting an interview or providing a monthly update to the radio station once a month but were not interested in filming the meetings at the present time.

UNFINISHED BUSINESS:

A. Fall Fest 2014

Linzmeier updated the committee members that he had talked with several businesses about advertising for the Fall Fest and Pole Decorating Contest. RDA member's discussed how to layout the flyer and arrange all the advertisement spaces on the back. It was determined to use the entire back page for the advertisements and the front for the information about the Fall Fest events and

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Pumpkin Walk. This way the flyer could be distributed prior to the event as well as the night of the event. Rice suggested finding out what Zander Press would charge to print the flyers and use their services.

Edinger asked how the voting for the best pole display would work? RDA committee members thought it would be best to have the voting for the best pole display available in one spot at the Ariens Gardens. Buboltz suggested making a name card with the pole number to set by each pole display. When people come back to the Ariens Garden they could write down their vote for the best display.

Rice suggested having individuals at both the Ariens Garden and also at the BNC pumpkin walk to hand out flyers and tell individuals what events are going on. Linzmeier will be sending out a follow up email to all the committee members prior to his departure.

NEW BUSINESS:

No New Business

FUTURE AGENDA ITEMS AND NEXT MEETING DATES:

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

The next meeting is scheduled for Tuesday, August 12th, 2014 at 6:00 PM at City Hall.

ADJOURNMENT:

Motion – Edinger moved to adjourn the meeting. Seconded by Buboltz. Motion carried unanimously. The meeting was adjourned at 7:13 PM.

Justin Linzmeier
Secretary of the Redevelopment Authority Commission