

(Approved)

**REDEVELOPMENT AUTHORITY COMMISSION  
Minutes**

**September 17, 2014**

**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, Ralph Rice (arrived at 6:12 pm), Laura Bonnet, Beth Wenzel, Alderperson Mel Edinger, and Administrator/Clerk-Treasurer Lori Gosz. Excused were Cari Krepline and Mayor Gary Deiter. There is one vacancy.

**APPROVAL OF THE AGENDA:**

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

**APPROVAL OF THE AUGUST 12, 2014 MINUTES:**

**Motion** – Buboltz moved to approve the minutes of the August 12, 2014 Redevelopment Authority Commission Meeting minutes. Seconded by Edinger. Motion carried unanimously.

**GUESTS:**

None

**REPORTS OF OFFICERS:**

**Chairman:**

Chairperson Bonnet had no report for the Commission.

**Treasurer:**

There was no treasurer report this month.

**Secretary/Community Development Director:**

**Community Development Director/Redevelopment Coordinator Position:**

Administrator Gosz reported applications for the Community Development Director/Redevelopment Coordinator position are due Friday, September 19, 2014.

**UNFINISHED BUSINESS:**

**A. Fall Fest 2014:**

Bonnet reported the first press release is out. Buboltz reported eight (8) businesses have committed to advertising donations. She will be following up on two (2) more that have indicated that they would like to be included. She will also be contacting three (3) other businesses that she still have not been able to reach. Buboltz suggested the final date to commit to the advertising donation will be October 1<sup>st</sup>. This will allow enough time to have the flyer printed and distributed prior to the event.

Discussion followed on the event flyers. It was suggested to place approximately 1,200 event flyers at Econo Foods one week before the event. The remainder would be handed out the night of the event. Wenzel explained the flyers will be designed to have the ballot for voting on the light poles on the bottom of the flyer so that it can be torn off for voting. Wenzel and Buboltz will work on finalizing the flyers.

(Approved)

Wenzel distributed the half sheet event notice flyer.

**Motion** – Edinger moved to approve the half sheet event notice flyer as presented. Seconded by Wenzel. Motion carried unanimously.

**Motion** – Buboltz moved to have Zander Press Inc. print the event flyers with advertizements to be distributed on October 11<sup>th</sup> and the night of the event. Seconded by Edinger. Motion carried unanimously.

Buboltz reported the Brillion Historical Society Museum will be open to the public the night of the event. Edinger stated the Ariens Museum will also be open to the public the night of the event. Wenzel will put this in the newspaper to let people know.

Busing for the event was discussed. Bonnet suggested three buses be used to allow more time for transporting to and from the Nature Center. She explained there will not be much room for parking at the Nature Center because the Nature Center will not be able to mow the prairie for extra parking space this year. The cost for a third buss would be \$100.00.

**Motion** – Rice moved to contract with Sonnabend Buses for three (3) buses for the event. Seconded by Edinger. Motion carried unanimously.

The Commission discussed directional signs for the night of the event. Rice will work with Wenzel to have signs made. The signs will give direction for bussing and voting locations. It was suggested that RDA members meet at 4:30 pm the night of the event to place directional signs, voting station and other items.

**B. Flags for Main Street Light Poles:**

Tabled.

**NEW BUSINESS:**

**A. 2014 Budget Review:**

Tabled until the next Redevelopment Authority Commission meeting.

**FUTURE AGENDA ITEMS AND NEXT MEETING DATES:**

**A. October Meeting Date:**

The next meeting is tentatively scheduled for Thursday, October 9, 2014 at 6:00 PM at City Hall.

**ADJOURNMENT:**

**Motion** – Wenzel moved to adjourn the meeting. Seconded by Edinger. Motion carried unanimously. The meeting was adjourned at 7:16 PM.

*Lori Gosz  
Administrator/Clerk-Treasurer*