

**Economic Development Committee**  
**Minutes**  
**Thursday, June 6, 2019**

Call to Order: Meeting called to order by Chairperson Ann Anderson at 6:30 a.m.

Roll Call:

- Present: Chairperson Ann Anderson, John Bernstein, Barb Krattiger, Dennis Senz, Adam Scheidegger, and advisory members Doug Pinnow, Rich Vogel, Jeff Peterson, Casey Jones and Cara Carper
- Absent:
- Others Present: Clerk Withee, Pat Weeden, Mike Olson, Angela Davis, DOA

Public Appearances: Pat Weeden, Kelch Aviation, announced that they have hired a builder and will begin building at the beginning of August.

Approval of previous minutes: Motion by Bernstein to approve the minutes from April 2019 with corrections. Second by Anderson. All ayes; motion carried.

Angela Davis, DOA, presented information regarding CDBG funding. Federal program funded through the department of housing. This is a federal program but it is handled and distributed through the state. Most common used is the public facilities program awarded up to 1 million and is a 2 to 1 matching grant for streets, infrastructure, rehab of buildings, etc. Local governments use this the most. Planning program is up to \$50,000 and used for comp plan updates, econ dev plans. The challenge for Brodhead is we need at least 51% of beneficiaries must be low to moderate income. We are at approximately 42%. Public facilities for econ development and is also used for business expansion or looking to help a business expand. If a business was looking to leave can be used to update the building to keep business. This is up to \$500,000 with a 50% match it must be for job creation or job retention. 50% of workers would need to be low to moderate income. Public facilities is competitive. Other programs run all year and are not competitive. Usually receive an answer within 30 – 60 days within submission of application. Pinnow asked if elderly housing was included and if infrastructure would be a part of what was available. Angela stated yes if certain requirements are met, if it is 100% senior housing it would qualify. This would have to be rehabilitation of an existing structure and publicly owned. There is a provision related to a developer if the city would purchase. As long as it remains 100% senior housing and remains that for 5 years. There is no funding for a brand new structure. Cara asked if a community center would qualify. Angela stated only if the number of low income families is 51% or above. Casey asked if a hotel or business moving in would we qualify for infrastructure. Angela said it would work the hotel would have to commit to create jobs and potential would be to target low to moderate income to be hired. CDBG could be used for infrastructure etc. Award limit would be \$10,000-\$15,000 per job creation. Casey stated that the challenge with last grant was miscommunication and would she be willing to be the go to person so there is no miscommunication. She strongly recommends that as we have ideas we contact her with questions and direction. These are not competitive so they can help work through the application and public hearing information.

Committee Comments or Questions: none

City Updates: Pinnow said they are working on the Brighten up Brodhead Program and bridge is being built. Rich said the DNR gave extension would like to have bridge up by end of July. Searles Creek phosphorus trading was approved. Brett Condon extraterritorial CSM was approved. City changed account from Huntington to Bank of Brodhead because they are closing. City hall is replacing front four windows. City is working on minute's process. Jeff said that a League article states that approved minutes are official.

Committee comments: Casey said that most buildings downtown have been sold and businesses are going in except that Huntington will be empty for 2 – 3 months. Quinn building may be the only one left. Tourism is doing well and he has been “boosting” on Facebook. Reached over 2,800 in 4 communities – 2/3 opened the video.

Green County Development Update: Cara stated they are in the process of executive leader banquet and there will be a top notch HR person as speaker. How to stand out in recruiting will be in September. Will Oemichen had finals and he will be back in Brodhead to visit businesses soon. Still have business consultants on staff for a limited time and anyone who needs help needs to contact her soon. Bryce Riemer is working on lease with the building next to Halfway Café to open a business.

Plan commission is recommending not to sell the Purdue lot and allow W&L to use for a future substation or water tower. Bill Bassett was approved for the Building Improvement Program to update stucco in front of his building downtown. Moving forward with city administrator position. Approved the concept of the senior housing plan.

Unfinished business: Economic development position has been decided that it will be a city admin position with economic development background. Paying for this position may end up going to referendum as this may be the only option. Ann said there are options but people are hesitant to discuss, this could be a part time position. If there are no budget increases for any other departments it could work. Can we restructure the debt? Teresa will talk to Greg at Ehlers about this. Ann said wouldn't be worth it to go to referendum because they believe a paid position will fail. Ann said this needs to go to the personnel and finance committee. Teresa will take care of coordinating this.

Collaborative Meeting Review: Economic development needs to compile information and send to Teresa. Everything needs to go through her to avoid a walking quorum. Pinnow asked if we need incentives to draw business here such as offering \$1 for land or other ideas. Casey said this should be on a case by case basis. He doesn't think land price would deter anyone. Cara asked if they would want infrastructure in place to help – Casey said we could help them qualify for grant money on a case by case basis. Pinnow said that there needs to be some parameters in place so we do the same process for everyone. Jeff asked if there is a plan for city land or is it case by case as well. If there is a plan we could let them know right away if they qualify or not. Rich said that 19<sup>th</sup> street and County T area would be suitable for a slaughter house that was inquired about previously.

Action plans from collaborative meeting: Contact SWRP regarding developers and give plans, support city administrator position. Adam can reach out to SWRP but would like some assistance on what we are asking for. Cara said we would like to move forward with senior housing project.

Rich said UCC church is looking to build senior housing in stages and they will be attending the next department head meeting.

Motion by Adam to move July meeting to Monday, July 8<sup>th</sup> at 7am. Second by Barb. All ayes. Motion carried.

Casey said we have \$179 million of assessed value and this would be equal to .67 per \$1,000 for city administrator position, for a \$100,000 home would be equal to about \$67 per household. Ann said that retired city administrator could possibly work part time. Adam said it's not an expense it's an investment. Ann said grant writing would need to be part of job description.

Rich said downtown parking is not a public safety issue and parking hours and number of spaces are not safety issues. BID will send their recommendations to the police department and chamber should do the same. Rich said this should be handled by the Public Works committee. Jeff and Barb believe that this was decided that it go to Chamber, Council and BID. Rich said they can't get their job done because there is not a separate policy for downtown parking.

Send minutes from April meeting to public works after corrections from Barb and BID will send minutes as well with their recommendation for downtown parking.

Future Agenda Items: determine process for proposal review, SWRP housing

Next meeting – July 8, 2019 – 7:00 AM

Motion by John to adjourn. Second by Adam. All ayes; motion carried. Meeting adjourned at 7:45 a.m.

Respectfully submitted by Teresa Withee

Approved: July 8, 2019