

**ECONOMIC DEVELOPMENT BOARD
December 9, 2014**

**EDB20141209-1
UNAPPROVED**

A regular meeting of the Economic Development Board of the City of Cedarburg, Wisconsin, was held on Tuesday, December 9, 2014 at 7:00 p.m. at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

The meeting was called to order by Council Member Paul Radtke at 7:00 p.m.

Roll Call: Present: Council Member Paul Radtke, DJ Burns, Peter Welch, Eric Stelter (arrived at 7:30 p.m.), Jim Pape, David Krier (Alt.), Lynn Knutson, Greg Zimmerschied (Alt)

Excused: Mike Ruzicka, Christopher Smith

Also Present: Economic Development Coordinator Mary Sheffield,
Council Member Patricia Thome, Matt Schroeder-My Cedarburg Online

STATEMENT OF PUBLIC NOTICE

Council Member Radtke acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Motion was made by Peter Welch, seconded by Jim Pape, to approve the minutes of the September 30, 2014 meeting. Motion carried.

COMMENTS & SUGGESTIONS FROM CITIZENS

DJ Burns recused himself and spoke as a citizen describing his company's interest in clean-up of the Amcast property specifically the north and south factory/office sites. Amcast has been closed for 10 years and has been identified as a brownfield site that will need expensive remediation because of the contamination. Mr. Burns has been working with the DNR and Amcast bankruptcy attorneys on a clean-up strategy for the site. The Board asked that Mr. Burns offer occasional updates on the project.

UNFINISHED BUSINESS

Update from Economic Development Coordinator Mary Sheffield and Discussion of Future Downtown Projects; and Action Thereon

The 2014 Annual Economic Development report includes: 13 new businesses opened while 12 opened in 2013. Seven businesses relocated within the city, while six relocated within the city last year. Four businesses relocated out of the city with six relocating outside the city last year. 13 businesses closed, seven closed in 2013. The closed businesses include Stacias, Peddler's Corner, Ron's Floral Expression, Little Bean Children's Clothing, Soulshine Arts, Imaginations, Art Oasis, Rowe Pottery, Trends to Tradition, TJ Ryan's, Dynamo Nutrition, Camera Case and Country Elegance. August Weber Haus plans to sell their business; however, they will remain open until that occurs. Four of the closed businesses were

located in the Washington Avenue Shoppes property which went up for sale this year. There were three newly constructed/renovated properties to include Commerce State Bank, Out & Out and Settlers Inn. We look forward to new businesses LaBudde Group and Cedar Place Pub opening in 2015.

Other highlights:

- TID #3 passed on November 18, 2014.
- TIF TALK, presented by Council Members Patricia Thome and John Czarnecki is scheduled for November 15 at 6:30 pm in the Council Chambers.
- Small Business Saturday was November 29. More than 30 businesses took advantage of the Chamber marketing materials.
- There is interest in the remediation of the Amcast property.
- The Formart property is up for sale. There is some interest. Interested party is also seeking assistance for blight. Property is listed at \$639,000.
- A developer asked about Weil Pump property on Western. Current property owner is ready to discuss selling.
- Birchwood Wells retail shop opened in the former Rowe Pottery location.
- Washington Avenue Shoppes sold. A new façade has been approved by the Landmarks and Plan Commission.
- Armbruster Jewelers celebrated their 130th Anniversary. The City presented them with a proclamation.
- Ribbon cuttings were held at Out & Out (October 26), Cedarburg Toy Company (November 14) and Commerce State Bank (December 2).
- August Weber Haus will close. Property owner desires to lease space to a restaurant or bar.
- Cedarburg has been busy for the holiday season. Lynn Knutsen shared that FRILL is having a good holiday sales season. The Cedarburg Merchants Organizations placed 1,000 luminaries on Washington Avenue on Friday evenings, which adds to the festive streetscape. Several articles have been written about Cedarburg to include the *News Graphic* (November 20) and *Journal Sentinel* (November 30).
- Distilleries have been approved with a conditional use. A distillery can sell their own product with the State license they must acquire.
- Cedarburg received the eCity Google award for the State of Wisconsin in October based on the large number of merchants that sell products online and utilize a website.
- The City of Harford visited to discuss Cedarburg's vibrant downtown.
- The City of Port Washington has released downtown development plans that can be found on their website.
- Judy Jepson continues to look for a location to house a Cedarburg Museum.

NEW BUSINESS

Review and Certify Code of Ethics; and Action Thereon

Chairman Radtke reviewed the code of ethics and stated that because the Board is made up of citizens, developers, and business owners, it is important that Board Members recuse themselves when any discussion occurs where there might be member interest.

Consider an Economic Development Group Similar to Forward Cedarburg; and Action Thereon

The benefit of this type of organization is that it offers privacy for a developer or business considering Cedarburg. Meetings do not need to occur in a public setting. Council Member Thome was Executive Director of Forward Cedarburg which was a non for profit organization developed to provide Economic Development services to the City focused on the Business Park and TID #1. DJ Burns stated site selectors look for communities that have community development authorities. Greg Zimmerschied asked that this topic be researched. Coordinator Sheffield will obtain more information on how a board might be developed from the City Attorney and other communities that have this type of community development support.

Consider Questions for Future Discussion with the School Board; and Action Thereon

Jim Pape suggested obtaining direction from the school board relating to school population and residential development within the City.

Greg Zimmerschied made a motion for School Board Member David Krier to add a request to the upcoming school board agenda for discussion. Jim Pape seconded the motion. Motion carried.

David Krier commented that the School Board has trending information readily available. David Krier will follow up.

Discuss Next Economic Development Event; and Action Thereon

Peter Welsh stated the Mayor's Business Forum held last June was a success and would like to see another event planned to highlight business. Coordinator Sheffield will ask Mayor Kinzel about the possibility of another event in June 2015. The group will continue to plan an event. Lynn Knutson commented that in order to keep business interest high in attending the event, more action and follow-up is necessary to the discussion that occurred at this year's forum.

Identify Future Agenda Items, and Action Thereon

- Update on Amcast
- Update on possible Community Development Authority
- School Board Report
- 2015 Mayor's Forum planning discussion
- Update on St. Francis Borgia sale of school
- Mikko Hilvo, Director of Parks and Recreation, presentation

ADJOURNMENT

Motion was made by Peter Welsh, seconded by Greg Zimmerschied, to adjourn the meeting at 8:15 p.m. Motion carried. The next meeting is scheduled for January 27 at 7:00 pm.

Mary Sheffield
Secretary