

**ECONOMIC DEVELOPMENT BOARD**  
**January 3, 2024**

**EDB20240103-1**  
**UNAPPROVED**

A meeting of the Economic Development Board of the City of Cedarburg, Wisconsin, was held on Wednesday, January 3, 2024, at 9:00 a.m. at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

The meeting was called to order by Council Member Kevin Curley at 9:05 a.m.

Roll Call:            Present:            Council Member Kevin Curley, Anna Marie Armbruster, Mark Roller, Michael Pahl, Alex Uhan, Joseph Otto, Maggie Dobson (non-voting member)

                         Absent:            Megan Schelwat

                         Also Present:    City Administrator Mikko Hilvo (arrived 9:06 a.m.)

**STATEMENT OF PUBLIC NOTICE**

City Clerk Tracie Sette acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

**APPROVAL OF MINUTES**

Motion made by Kevin Curley, seconded by Alex Uhan, to approve the December 6, 2023 minutes. Motioned carried without a negative vote with Megan Schelwat absent.

**COMMENTS & SUGGESTIONS FROM CITIZENS** - None

**REPORTS**

City Administrator Hilvo gave an update regarding new businesses coming into Cedarburg.

Council Member Curley expressed satisfaction with the large amounts of people who came to Cedarburg during the holiday season.

Maggie Dobson shared an update from the Chamber of Commerce. The holiday season was successful with many people shopping and spending in the city. Mild weather helped contribute to the success.

**UNFINISHED BUSINESS**

**Discussion on the South Business District; and Action Thereon**

Board Members suggested extending holiday lights and wreaths to the south business district in the future. City Administrator Hilvo discussed hiring an engineering firm to look at redesigning south business district of Washington Avenue.

Joseph Otto advocated the idea of a beer garden off the bike path in the south end of the city.

**Review Downtown Parking Master Plan; and Action Thereon**

Discussion was held regarding parking. Anna Marie Armbruster expressed that parking is important to the overall experience of visiting Cedarburg. Board Members discussed if there is a need to do a parking study. Council Member Kevin Curley suggested looking at parking studies done in other communities to better understand what a study would have to offer. The Chamber and City will work together on creating a campaign to address employee parking near businesses. City Administrator Hilvo plans to address the lack of handicapped parking spots.

**NEW BUSINESS**

**Discuss Planner/Economic Development Position: and Action Thereon**

City Administrator Hilvo shared the needs of the city in hiring a City Planner. In addition to planning, the position will include economic development and grant writing. He shared that other communities are moving in the direction of combining city planning with economic development. He is targeting May 1, 2024 as the start date for the new hire.

**Review Land Use Plan, and Action Thereon**

City Administrator Hilvo requested to table this agenda item until a new City Planner is hired.

**Identify Future Agenda Items and Confirm Next Meeting Date; and Action Thereon**

- Presentation on Tourism, Promotion, and Development committee

**ADJOURNMENT**

Motion made by Council Member Curley to adjourn the meeting at 10:15 a.m. Motion carried without a negative vote with Megan Schelwat absent.

Jessica Campolo  
Administrative Assistant