



REDEVELOPMENT AUTHORITY MEETING AGENDA

WEDNESDAY, SEPTEMBER 17, 2025 AT 6:00 PM

CITY HALL, UPPER LEVEL ROOM 2044, 106 JONES STREET WATERTOWN WI 53094

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 617 065 5357 Passcode: 53094 One tap mobile +16469313860

All public participants' phones will be muted during the meeting except during the public comment period.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. DETERMINATION OF QUORUM AND CALL TO ORDER

4. APPROVAL OF PRIOR MEETING MINUTES

[A.](#) RDA minutes from August 20, 2025

5. OPENING FOR PUBLIC COMMENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

6. OLD BUSINESS

A. Development update

i. Review and discuss: Riverwalk project

B. Review and discuss: Watertown's Economic Development/Strategic Coordinator's job duties and task list

7. NEW BUSINESS

A. Review and discuss: Update RDA website

B. Review and take action: Sign Grant Press Release

[C.](#) Review and take action: Beltz Grant Application

i. 313 E. Main St.

D. Review and discuss: 2025 RDA Budget

E. Review and take possible action: 2026 RDA Budget

8. STATUS REPORTS

A. Housing Rehab Grants

B. Beltz Foundation Grants

C. Social Media/Messaging

D. Council Update

E. Director update

i. Position status

ii. Items for next agenda

iii. Next meeting: October 15, 2025 at 6pm

9. ADJOURN

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only



Wednesday, August 20, 2025, 6:00 pm

In-PERSON/VIRTUAL MEETING

Room 2044, City Hall

By Phone or Zoom Meeting:

<https://us06web.zoom.us/join>

For the Public, Members of the media and the public may attend by

calling: (US) +1 (646)931-3860

Meeting ID: 617-065-5357

Pass Code: 959083

All public participants' phones will be muted during the meeting except during the public comment period where applicable.

RDA STRATEGIC PRIORITIES

1) ~~100 W. Main St. block demolition, Town Square design etc., and publicizing town square project for possible funding from sources other than the City.~~

2) Facilitating quality development in downtown, and

3) Creating an approach and working to attract development projects downtown.

1. Pledge of Allegiance

2. Roll Call

A. Present: Steve Board, Ald. Arnett, Todd Huhn, Ald. Berg, Ryan Wagner

B. Virtual: None

C. Absent: Jacob Maas & Dave Zimmermann

D. Other attendees: Citizens: Stefanie Broere, Danielle Bailey, and John Kadish

3. Determination of Quorum and Call to Order at 6:04 pm

Todd Huhn introduced himself as the new board member.

4. Approval of meeting minutes

A. Regular board minutes 7.16.25.

Berg motioned to approve

Huhn seconded the motion. Motion carried.

5. Public Comment

A. Stefanie shared that Mason had included her when new businesses/people came into town so she could welcome them and talk to them also. Please feel free to communicate this information to her.

6. Old Business:

A. Development update

a. Review and discuss: 111 S. Water St.- Committee of the Whole input

i. Ald. Arnett and Ald. Berg gave an update on the Committee of the Whole meeting. The location of 111 S. Water St. is a challenging site for developers. They aren't sure that residential units are the best use due to the size of the site, lack of parking, etc.

B. Discussion of future goal setting:

a. Review and take possible action: revised proposal and presentation from Partner2Learn

i. This had been postponed prior to Becker leaving his position. It was decided to table this until Beckers position is replaced based on the time commitment of the program.

C. Review and discuss the Citywide Sign Grant Program status

a. The program was approved by the Finance Committee and the Common Council. Ald. Arnett noted the funds wouldn't be available until after the TIF closes.

7. New Business:

A. Review and take possible action: Change of funding allocation for donation to Town Square event

Steve Board motioned to approve

Todd Huhn seconded the motion, motion carried 4 to 1, Ald. Arnett voted no.

B. Review and take possible action: Changes to RDA bank accounts

Ald. Arnett motioned to approve

Todd Huhn seconded the motion, motion carried unanimously.

C. Review and discuss: RDA Budget and Finance Committee scheduling and planning

- a. The RDA agreed that this process needs to start prior to hiring Becker's replacement and the financial committee of the RDA needs to set this up this meeting.
- b. Ald. Arnett noted that the city is in the budget process until November and using last year's budget as a starting point would be recommended.

D. Review and discuss: Town Square programming and feedback

- a. There was discussion as to why this was on the agenda with no notes. Ald. Arnett believes that the word commission was left off and this could just be a notice that the Town Square Programming Commission was disbanded and folded into another department such as Park and Rec.

E. Review and take possible action: Posting RDA meeting videos online

- a. The board agreed in the July meeting that posting the RDA meeting videos online was needed.
Todd Huhn motioned to approve.
Steve Board seconded. Motion carried.

8. Status Reports:

A. Housing Rehab Grants:

- a. Nothing new to report

B. Beltz Foundation Grants:

- a. Wagner noted that a new application was submitted that night and will be reviewing this one at the next meeting.

C. Social media/messaging update:

- a. The board reviewed the submitted report from Lisa Famularo. Ryan Wagner mentioned that the program page was one of the biggest traffic pages, which means that our loan and grant programs must be popular. Board noted that the traffic spiking earlier this year must have been due to the announcement of the River Walk plan.

D. Council update:

- a. Ald. Berg shared that most of the latest council meeting was about the warming shelters and creating a group for it. The rest of the meeting was mainly about expenditure restraints.
- b. Ald. Arnett agreed with Berg.

E. Executive Director update:

- a. Final Memo

- i. Mason's letter reviewed, and Wagner thanked him for his time. Steve Board noted that there are a lot of items we to stay diligent on upon Beckers departure and all board members are going to have to work on these items.
 - b. Items for next agenda:
 - i. Masons' memo items need to be added to the next meeting agenda.
 - c. Next meeting August 20, 2025, at 6 pm
- 9. Adjournment at 6:48 pm

Board motioned to adjourn.

Huhn seconded the motion. Motion carried unanimously. Meeting adjourned.

313 E main St Watertown WI 53094

Section 7, Item C.

Redevelopment Authority of the City of Watertown

Beltz Foundation Downtown Watertown Business Grant Application

Applicant Information

Application Date: 8/18/2023

Business Name: GAK Industries LLC

Type of Business/Industry: Rental business

Contact Name: Gavin Hein

Role at Business: Owner of building

Contact Phone: (920) 788-4807 Contact Email: Hengam@gmail.com

Business Mailing Address: N7855 French Rd Johnson Creek WI, 53038

Total Amount Requested: \$ 4,250 Total Project Cost: \$ 6,500

Brief Description of what funds will be used for (please see Program Guidelines for eligible expenses):

Brick repair to the building fixing brick joints that have been falling apart and weathered, rock pointing joints, repairing ladder that accesses the roof, fixing old chimney that was left open by previous owners and is letting water enter the building, sealing a crack that runs along the building

Anticipated Timeline (estimated start and end dates): End of August start project takes around 1 week

Business Information

How long has your business been established? 1 year

Please describe your business, including products and services offered and a brief history of operations.

I own the building I have 2 apartments above that I rent out and one commercial space below that I rent out to (shops on main)

Additional Materials

The following materials must be included with your application:

- ✓ A copy of your lease agreement or proof of purchase of property
- ✓ Project Expenses Worksheet
- ✓ Two (2) years of Income Statement projections
- ✓ Last three (3) years of business income statements and most recent balance sheet
- ✓ Renderings, mock-ups, or architectural plans for new location
- ✓ Business plan (if opening/expanding business)

Applicant Agreement & Signature

I have read the program requirements and reviewed them with the Executive Director of the Watertown Redevelopment Authority, and I understand that my participation in the Beltz Foundation Downtown Watertown Business Grant Program is contingent upon my full compliance with all requirements. I understand that all grant funds must be used to cover eligible expenses as outlined in the program documents and will be reimbursed after submission of receipts. My application includes all the materials listed above.

Applicant Signature _____ Date _____

Landlord Signature (if lease) *Amir Ali* Date 8/18/2025

Business Plan:

Once completed My building will be waterproof meaning all joints and holes/cracks will be sealed. Also when these holes get fixed it will benefit the neighboring building because the chimney hole and the crack that is between both buildings will be sealed blocking any water from getting in and causing damage. My goal is to keep fixing up the building to make it look as great as the rest of the downtown buildings

income statement projections

2024	2025	2026 projections
1 apartment 700 a month	1 apartment 920 a month	1 apartment 1000 a month
2 apartment 825 a month	2 apartment 1051 a month	2 apartment 1200 a month
1 year total <u>18,300</u>	Commercial 1145 a month	Commercial 1300 a month
No Commercial renter	1 year total <u>37,392</u>	1 year total <u>42,000</u>

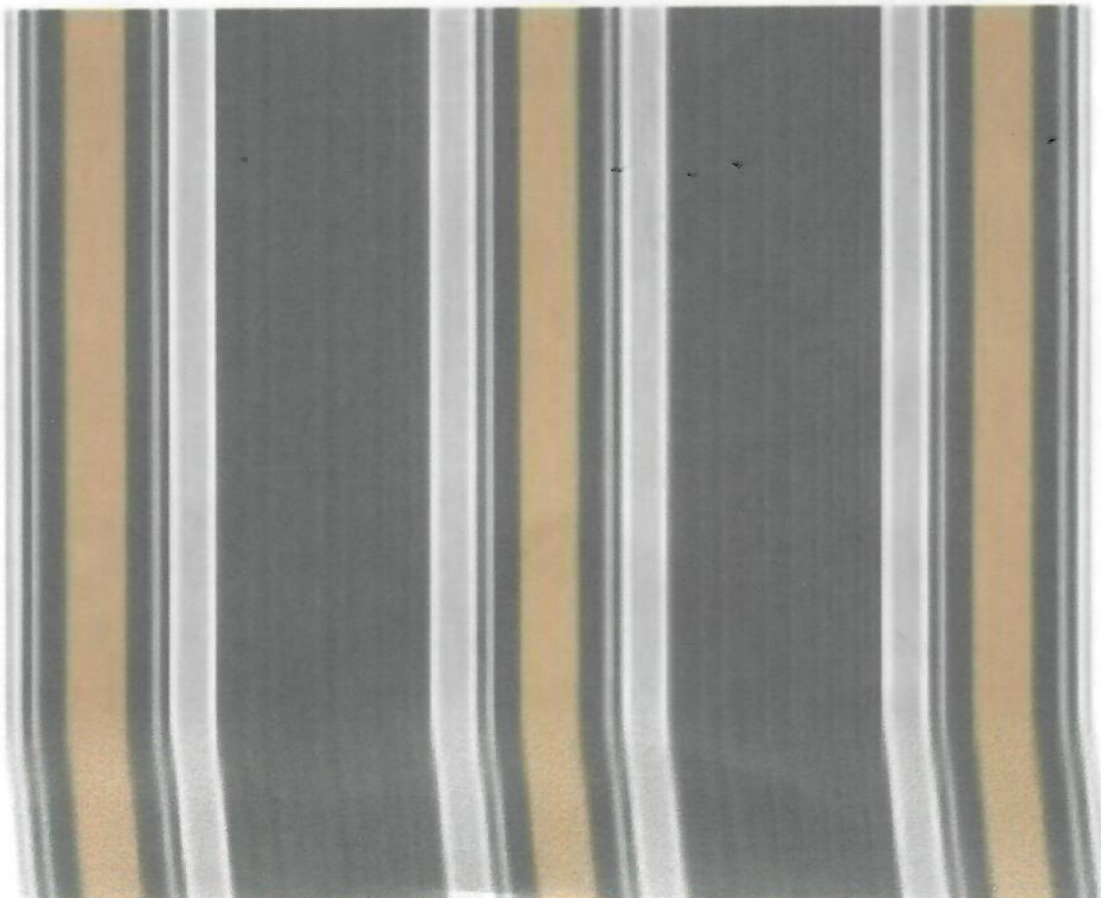


Section 7, Item C.



313 E. MAIN / SIPS ON MAIN
AUGUST 18, 2025

WATERTOWN, WI
JOE LAWNICZAK



Proposal



Not the biggest,
Section 7, Item C.

H.T. CONSTRUCTION

Brian Toomey 920-285-0700

Mike Hoffman 920-390-0058

FREE ESTIMATES

PROPOSAL SUBMITTED TO: GAVIN HEIN	JOB NAME	JOB #
ADDRESS 313 E MAIN ST	JOB LOCATION	
WATERTOWN, WIS 53094	DATE	DATE OF PLANS
PHONE #	FAX #	ARCHITECT

We hereby submit specifications and estimates for:

TO GRIND OUT ALL BAD AREA'S
& REPLACE WITH NEW MORTAR ON
THE FRONT & BACK OF THE BUILDING

ALSO TO SECURE ROOF LADDER & TO
SET CHIMNEY CAP ON ROOF.

PRICE TO INCLUDE ALL LABOR, MATERIALS, &
ALL PERMITTING.

Project proposed by square foot

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ **8500 00** Dollars

with payments to be made as follows:

**1/2 DOWN ON SIGNATURE OF CONTRACT BALANCE DUE
UPON COMPLETION OF JOB.**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted

Brian Toomey

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____