





**Brownfield Redevelopment Authority**

Meeting Minutes

March 5, 2024

In Person – City Hall

Meeting called to order at 4:45 pm

**Members Present:** Chairman Brian Saha, Secretary Tara Marczak, Becky Streich, Lynn Snyder, Sherri Boettcher, Dacy Willard

**Members Absent:** Vice Chairman Matt Hycki, Treasurer Josh Klee, Cliff Holland

**Quorum Present**

**Minutes:** Minutes from February 6, 2024 were reviewed.

Motion made by Sherri Boettcher to approved February 6, 2024 minutes.

**Second by** Dacy Willard

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of February 29, 2024.

Motion by Tara Marczak to approve the treasurer's report as submitted.

**Second by** Sherri Boettcher

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Sherri Boettcher to adjourn the meeting.

**Second by** Dacy Willard

**Motion Carried**

Meeting adjourned at 4:46 pm

Next Meeting Tuesday, April 2, 2024 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved Brian Saha Date 4/2/24

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

April 2, 2024

In Person – City Hall

Meeting called to order at 4:45 pm

**Members Present:** Chairman Brian Saha, Becky Streich, Lynn Snyder, Sherri Boettcher, Dacy Willard, Matt Hycki, Cliff Holland

**Members Absent:** Treasurer Josh Klee, Secretary Tara Marczak

**Quorum Present**

**Minutes:** Minutes from March 5, 2024, were reviewed.

Motion by Sherri Boettcher to approved March 5, 2024, minutes.

**Second by** Lynn Snyder

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of March 5, 2024.

Motion by Cliff Holland to approve the treasurer's report as submitted.

**Second by** Sherri Boettcher

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Sherri Boettcher to adjourn the meeting.

**Second by** Dacy Willard

**Motion Carried**

Meeting adjourned at 4:46 pm

Next Meeting Tuesday, May 7, 2024, at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Brian Saha, Chairperson

Minutes Approved                     *B. Saha*                     Date           5/7/24          

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

May 7, 2024

In Person – City Hall

Meeting called to order at 5:21 pm

**Members Present:** Chairman Brian Saha, Vice Chairman Matt Hycki, Treasurer Josh Klee, Secretary Tara Marczak, Becky Streich, Lynn Snyder, Sherri Boettcher, Dacy Willard

**Members Absent:** Cliff Holland

**Quorum Present**

**Minutes:** Minutes from April 2, 2024, were reviewed.

Motion made by Matt Hycki to approved April 2, 2024, minutes.

**Second by** Becky Streich

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of April 30, 2024.

Motion by Tara Marczak to approve the treasurer's report as submitted.

**Second by** Sherri Boettcher

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Sherri Boettcher to adjourn the meeting.

**Second by** Matt Hycki

**Motion Carried**

Meeting adjourned at 5:23 pm

Next Meeting Tuesday, June 4 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved                     *Brian Saha*                     Date                     6/4/24                    

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

June 4, 2024

In Person – City Hall

Meeting called to order at 4:39 pm

**Members Present:** Chairman Brian Saha, Secretary Tara Marczak, Becky Streich, Dacy Willard, Kristin Boetefuer (present as City Council assignee)

**Members Absent:** Vice Chairman Matt Hycki, Treasurer Josh Klee, Cliff Holland, Lynn Snyder

**Quorum Present**

**Minutes:** Minutes from May 7, 2024, were reviewed.

Motion made by Dacy Willard to approved May 7, 2024, minutes.

**Second by** Becky Streich

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of May 31, 2024.

Motion by Tara Marczak to approve the treasurer's report as submitted.

**Second by** Becky Streich

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Tara Marczak to adjourn the meeting.

**Second by** Becky Streich

**Motion Carried**

Meeting adjourned at 4:40 pm

Next Meeting Tuesday, July 2 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved                     *B. Saha*                     Date                     7/9/24                    

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

July 9, 2024

In Person – City Hall

Meeting called to order at 4:50 pm

**Members Present:** Chairman Brian Saha, Treasurer Josh Klee, Becky Streich, Dacy Willard, Sheri Boetcher, Cliff Holland.

**Members Absent:** Vice Chairman Matt Hycki, Lynn Snyder, Secretary Tara Marczak,  
**Quorum Present**

**Minutes:** Minutes from June 4, 2024, were reviewed.

Motion made by Cliff Holland to approved June 4, 2024, minutes.

**Second by** Becky Streich

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of June 30, 2024.

Motion by Sheri Boetcher to approve the treasurer's report as submitted.

**Second by** Cliff Holland

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Josh Klee to adjourn the meeting.

**Second by** Cliff Holland

**Motion Carried**

Meeting adjourned at 4:51 pm

Next Meeting Wednesday, August 7 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Brian Saha, DDA Chairperson

Minutes Approved                     *B Saha*                     Date           9/4/24          

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

September 4, 2024

In Person – City Hall

Meeting called to order at 4:14 pm

**Members Present:** Chairman Brian Saha, Secretary Tara Marczak, Becky Streich, Lynn Snyder, Sherri Boettcher,

**Members Absent:** Treasurer Josh Klee, Vice Chairman Matt Hycki, Dacy Willard, Cliff Holland

**Quorum Present**

**Minutes:** Minutes from July 9, 2024, were reviewed.

Motion made by Becky Streich to approved July 9, 2024, minutes.

**Second** by Tara Marczak

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of August 31, 2024.

Motion by Tara Marczak to approve the treasurer's report as submitted.

**Second** by Becky Streich

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Becky Streich to adjourn the meeting.

**Second** by Sherri Boettcher

**Motion Carried**

Meeting adjourned at 4:15 pm

Next Meeting Tuesday, October 1 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved                     *B. Saha*                     Date           10/1/24          

Brian Saha, Chairperson



**Brownfield Redevelopment Authority**

Meeting Minutes

October 1, 2024

In Person – City Hall

Meeting called to order at 4:27 pm

**Members Present:** Chairman Brian Saha, Secretary Tara Marczak, Becky Streich, Dacy Willard, Sherri Boettcher

**Members Absent:** Vice Chairman Matt Hycki, Treasurer Josh Klee, Lynn Snyder, Cliff Holland

**Quorum Present**

**Minutes:** Minutes from September 4, 2024 were reviewed.

Motion made by Sherri Boettcher to approved September 4, 2024 minutes.

**Second by** Becky Streich

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of September 30, 2024.

Motion by Tara Marczak to approve the treasurer's report as submitted.

**Second by** Dacy Willard

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Sherri Boettcher to adjourn the meeting.

**Second by** Becky Streich

**Motion Carried**

Meeting adjourned at 4:28 pm

Next Meeting Tuesday, November 7 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved                     BSaha                     Date           11/7/24          

Brian Saha, Chairperson

**Brownfield Redevelopment Authority**

Meeting Minutes

November 7, 2024

In Person – City Hall

Meeting called to order at 5:01 pm

**Members Present:** Chairman Brian Saha, Secretary Tara Marczak, Vice Chairman Matt Hycki, Treasurer Josh Klee, Becky Streich, Lynn Snyder, Sherri Boettcher, Dacy Willard

**Members Absent:** Cliff Holland

**Quorum Present**

**Minutes:** Minutes from October 1, 2024, were reviewed.

Motion made by Dacy Willard to approved October 1, 2024, minutes.

**Second by** Josh Klee

Discussion: None

**Motion Carried**

**Treasurers Report:** Balance of \$0.00 as of October 31, 2024.

Motion by Sherri Boettcher to approve the treasurer's report as submitted.

**Second by** Matt Hycki

Discussion: None

**Motion Carried**

**Old Business:** None

**New Business:** None

**Public Comment:** None

**Adjournment:** Motion by Josh Klee to adjourn the meeting.

**Second by** Matt Hycki

**Motion Carried**

Meeting adjourned at 5:02 pm

Next Meeting Tuesday, December 3 at 4:30 pm, unless earlier at City Hall.

Respectfully submitted by Tara Marczak, DDA Secretary

Minutes Approved                     *BS*                     Date           12/5/24          

Brian Saha, Chairperson