

Village of Mukwonago
Notice of Meeting and Agenda

DOWNTOWN DEVELOPMENT COMMITTEE MEETING
Thursday, June 17, 2021

Time: **6:00 pm**
Place: ***Virtual***

Zoom Log On Information:

Join Zoom Meeting <https://us02web.zoom.us/j/85177043171?pwd=U2VOYTRhOXI2YzRzUElvZDILZlAyZz09>

Meeting ID: 851 7704 3171 Passcode: 671349

Dial by your location +1 312 626 6799 US (Chicago)

1. Call To Order

2. Roll Call

3. Approval of Minutes

- 3.1 Meeting Minutes of May 27, 2021
[2021-05-27 Draft DDC Minutes.docx](#)

4. New Business

- 4.1 Discussion regarding ideas to ignite more participation from the community, such as quarterly guest speakers.
- 4.2 Discussion of implementation of Programs/Projects:
Streetscape (Fellows)
Wayfinding program - Wayfinding Signage RFP (Fellows)
Marketing - Banner Program (Fellows)
Beautification - Planters and other beautification ideas (Fellows)
[DDC 05-27-2021 Downtown Ideas.pdf](#)
- 4.3 Informational Update - Website and Facebook
- 4.4 Discussion of DDC funds for wayfinding, streetscaping, planters, and remaining cost of Mukwonago Historical Society signs.
- 4.5 Discussion and possible action regarding moving to in-person meetings.
- 4.6 Discussion and possible action regarding election of a new Chairperson.

5. Public Comment

The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.

6. Adjourn

Membership:

Trustee Roger Walsh, Karl Kettner, Eliza Pautz, Scott Reeves, Sandra Kulik, David Stockwell, Ray Gooden, Robert Jadrnicek, Village Planner John Fellows, and Village Administrator.

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.

MINUTES OF THE DOWNTOWN DEVELOPMENT COMMITTEE MEETING Thursday, May 27, 2021

Time: **5:00 pm**

Place: ***Virtual***

Zoom Log On Information

<https://us02web.zoom.us/j/82355514298?pwd=aXhCR2h2S1F1R1p2a2l5UjlaemNhdz09>

Meeting ID: 823 5551 4298 Passcode: 804644

Dial by your location +1 312 626 6799 US (Chicago)

1. Call To Order

Meeting was called to order at 5:04 pm

2. Roll Call

Trustee Daniel Adler

Jason Wamser

Eliza Pautz

Scott Reeves

Sandra Kulik

David Stockwell

Ray Gooden

Robert Jadrnicek

Village Planner John Fellows

Members Present, Pautz, Reeves, Wamser, Kulik, Jadrnicek, Fellows

Members Excused: Adler, Gooden

3. Approval of Minutes

3.1 Minutes of April 22, 2021

Motion: Reeves

To approve the minutes of April, 22 2021

Second: Wamser

Vote: All Aye, Motion Carried

4. **New Business**

4.1 Thank You for Service to Karl Kettner and Ryan Lilly.

Ms. Pautz expressed our gratitude to both Mr. Kettner and Mr. Lilly for their service to the DDC

4.2 Introduction of New Appointments: Dan Adler, Trustee and Jason Wamser, Citizen

Mr. Wamser and Mr. Jadrnicek introduced themselves to the committee. Mr. Adler will be introduced at the next meeting

4.3 Organizational Structure

Voting Members	Non-Voting Member
Daniel Adler, Trustee	John Fellows, Planner
Eliza Pautz	Ray Gooden
Scott Reeves	Sandy Kulik
Dave Stockwell	Robert Jadrnicek
Jason Wamser	

4.4 Discussion regarding ideas to ignite more participation from the community, such as quarterly guest speakers.

Discussion of possible guest speakers such as business leaders and members of the Historical Society. We also talked about an information booth at future Farmers Market Wednesdays.

4.5 Discussion of implementation of Programs/Projects: Wayfinding program - Wayfinding Signage RFP (Fellows) Marketing - Banner Program (Fellows)

Beautification - Planters and other beautification ideas (Fellows)

Mr. Fellows updated us on the progress of the wayfinding and banner project. Proposals have been received and a committee will discuss them and report to the group. Planters were discussed and more information will be needed about what type will work best. Self-watering planters were talked about as well as possible sponsorship into who would plant and maintain them. Possible bench sponsorship was discussed as well as different art project such as murals and fiberglass bear painting in front of downtown businesses

4.6 Informational Update - Website and Face book

Nothing to report at this time

4.7 Discussion of DDC funds for wayfinding, streetscaping, planters, and remaining cost of Mukwonago Historical Society signs.

A motion by Wamser and seconded by Reeves to donate \$1200 to the Historical Society to help in the purchase of several signs they are installing in the Historical district was passed by the committee members.

4.8 Discussion and possible action regarding moving to in-person meetings.

It was agreed we would continue zoom meetings at this time. Our next Meeting will be June 17th at 6:00 p.m.

5. Public Comment *The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.*

Roger Walsh will reach out to the MHS art department about possible murals
Eric Brill was wondering about who we actually wanted to attend our DDC meetings

6. Adjourn

Motion by Wamser and seconded by Reeves to adjourn the meeting at 6:32 p.m.

Membership: *Trustee Daniel Adler, Eliza Pautz, Scott Reeves, David Stockwell, Sandra Kulik, Ray Gooden, Robert Jadrnicek, and Village Planner John Fellows*

<https://workcabincreative.ca/10-things-your-small-town-downtown-can-do-now/>

<https://www.yourtownrising.com/our-blog/10-things-successful-small-town-downtowns-do>

Smart Growth, Strong Towns, Incremental Growth, WEDC-Main Street-Connect Communities

Collaboration Cooperation Coordination with Village Board & Staff

Support Implementing the next Phase Design Plan RFP

Finish the Banner Project

Support the Historic Society completing the Historic District Sign Project

Historic Walking Tour-Help the historical society and friends of the library with technology

Planting Areas including Trees. Why can't we start planting more trees or beds downtown?

Hanging Baskets Raffle-Give Away to local businesses

Light the Locust Trees on the Square

Temporary rotating seasonal public art installations

Murals-Co- Sponsor a Wall Dog Event with Chamber if High School won't do it.

Apply for Façade Grants

Historic Walking Tour-Help the historical society and friends of the library with technology

Cross Market with other organizations focused on the DSP goals on Downtown Yours. What is the Downtown Yours Identity matched to other organizations?

Museum Events

Chamber Events

Village Forums

Identify Placement of Amenities----on public and private spaces (limited possible locations

Work with Village to promote donations for Downtown Amenities like Benches, bike stations, bike racks, trees,

Pedestrian Safety Education on Downtown Yours

Support Downtown Hwy 83 Improvements or Reroute through political action---write-in, petition, non-binding referendum. Goal: Get Downtown Mukwonago back on the DOT Budget for Design Plan A or B.