Economic Development Advisory Board

March 2, 2021 Meeting Minutes

I. Call to order

Chair Chuck Goad called to order the regular meeting of the Economic DevelopmentAdvisory Board at 3:30 PM on March 2, 2021 via Teams and conference call.

II. Roll call

The following members were present:

Chair Chuck Goad (10-0)
Vice-Chair Wayne Stephany (10-0)Secretary
Tony Royse (10-0)
Jason Curtis (10-0)
Brian Hight (2-1)
Paul Yaroslaski (7-3)
Lori Kelley (9-1)
Trisha Purdon (Ex-Officio)
Lisa Wilson (Ex-Officio)
Tabitha Snodgrass (Ex-Officio)

The following members were absent:

None

The following staff were present: City Manager

Kelly Passauer
Assistant City Manager David CowanFinance
Director Lacey Lies
Administrative Aide Lydia Collins

The following visitors were present:

Commissioner Dean Hayes
Housing Director April Nutt

III. Approval of Minutes from January 5, 2021

A motion was made by Tony Royse to approve the minutes from the January 5, 2021 meeting, which was seconded by Jason Curtis.The motion passed unanimously.

IV. Items Requiring Action

A. Consider the Neighborhood Exterior Grant Program as recommended by the EDAB subcommittee.

Lacey Lies presented the application to the board. There are three highlighted goals that Lacey questioned. Building additions were included to cover a porch addition versus a new porch. Tree removal is included for any tree that is in some way obscuring, such as a tree root, not just removing trees. Putting a 20% limit on landscaping would help to hinder that. Landscaping and tree removal that is not integral to the structural integrity not to exceed 20%. This would be funded annually each budget year from Economic Development Fund. David and Tyler will own this project. The back page of the application has City checkoffs and is included for the homeowner to clearly see the expectations.

Paul Yaroslaski moved to recommend the Neighborhood Exterior Grant Program to the City Commission with the amendments of the limiting landscaping and tree removal to 20% of the total project costs if not integral to the structural integrity. Tony Royse seconded. Motion carried.

B. Consider modifications to the Central Business District Commercial Building Grant and nominate a member to serve on the review committee.

Lacey Lies explained this would help to streamline the grant which is for the downtown buildings and would be used to repair structural problems. The minimum external structure requirements were beefed up. There will be a review committee to go over the application prior to it being completed and it will take 45 days. It will also be reviewed by the Historical Preservation and Resource Commission. There is no cap on this grant which comes through the Economic Development Fund. Some of the funding is not earmarked and can be used.

Chuck Goad stated that a particular number should be put to this. A balance should be kept without everything not earmarked eating away at the money.

Kelly Passauer said it is not a new program, the program is just being modified.

Chuck Goad stated that there should be a certain amount carried over.

Lacey Lies asked if a cap should be put on any one application.

April Nutt stated that only the envelope of the buildings is eligible and that the Commission did not want a cap on it.

Chuck Goad wants restraints so that the program can be managed in a fiscally responsible way.

Lacey Lies would encourage the board to go ahead and include numbers in their proposal.

April Nutt said in essence they have spent $10,000 per year.

Lori Kelley suggested that the board have updated numbers.

Lacey Lies suggested that the fund be reassessed each year and Chuck Goad agreed. He does not want the board spending money that is not there.

Wayne Stephany asked if everyone wants to set a dollar value and should we pick a number as a starting point.

April Nutt said that each year begins with $50,000, you spend it, or it's gone. She also stated most of the money used is for windows and roofs.

Chuck Goad wants a metric to determine success or failure. Lori Kelley suggested that the allotted money be used every year.

Chuck Goad agreed if the funds are used for that purpose.

Lacey Lies suggested setting a minimum.

April Nutt suggested $500.

Chuck Goad suggested a minimum of $1,000 or $1,500.

Wayne Stephany asked about a $5,000 minimum project cost.

Paul Yaroslaski does not want to limit it to a minimum.

Lacey Lies asked if two buildings a year would be considered a success, then you could make the maximum $25,000 per applicant.

Chuck Goad suggested using a motion with recommended changes with the grant to have a maximum of $25,000 per applicant with a maximum of $50,000 being spent each year.

Paul Yaroslaski moved to recommend the City Commission approve modifications to the Central Business District Commercial Building Grant with the amendments that the maximum grant be $25,000 per applicant, with a maximum of $50,000 in grant funds used per year and nominated Lori Kelley to serve on the review committee along with Tabatha Snodgrass as Ex-Officio, Wayne Stephany seconded. Motion carried.

C. Review of 2020 accomplishments and set goals for 2021.

Paul Yaroslaski moved to accept the accomplishments as presented. Lori Kelley seconded. Motion carried unanimously.

Chuck Goad asked the board to think of goals and this item was tabled for the next meeting.

D. Consider recommending the City Commission modify the ordinance creating the Economic Development Advisory Board.

A motion was made by Paul Yaroslaski, seconded by Wayne Stephany to recommend the City Commission modify the ordinance creating the Economic Development Board to correct the meeting date and time and to add the Housing Authority Director as an Ex-Officio member. Motion carried unanimously.

V. Items for Discussion

A. Status of Company "X" project.

David Cowan said this is still happening and is funded in the 2021 budget. He stated the company was very pleased with all the help.

B. Other Items for Discussion

None

VI. Adjournment

A motion was made to adjourn by Wayne Stephany, seconded by Paul Yaroslaski. Motion carried unanimously.

Minutes approved by:

Charles Goad

Chuck Goad, Chair

Tony Royse

Tony Royse, Secretary