

**COLUMBIA CITY REDEVELOPMENT COMMISSION MINUTES
TUESDAY, FEBRUARY 14, 2012**

The Columbia City Redevelopment Commission met in regular session with the following

members present: Vice President Commissioner Kevin Snell
Commissioner Ben Romine
Commissioner Patricia Hatcher
Ex-officio Member Stanley Meyer

Those absent: President Commissioner Carl Siler
Secretary Commissioner Belinda Hawn

President Commissioner Carl Siler is now present.

In reviewing the **minutes of the January 10, 2012** meeting, Vice President Commissioner Snell made a motion, which is seconded by Commissioner Hatcher, to **approve** the minutes as submitted. On call of the vote, all voted aye.

In reviewing the **minutes of the January 26, 2012** meeting, Vice President Commissioner Snell made a motion, which is seconded by Commissioner Romine, to **accept** the minutes as presented. On call of the vote, all voted aye.

President Commissioner Siler informed the Commission he has had a meeting with the **Chauncey Group on the invoice of W. J. Carey in the amount of \$23,332.00** and believes there was more work incorporated into the invoice than what the City and Commission was anticipating for payment, which included the parking lot off of the alley behind the building. President Commissioner Siler would like this invoice tabled for further discussion with W. J. Carey.

Secretary Commissioner Belinda Hawn is now present.

After some discussion on the W. J. Carey invoice, it is the **consensus of the Commission to table this issue until it can come to an understanding and submitted to the Commission for approval.**

Clerk Treasurer Rosie Coyle is present **questioning the WCEDC Agreement with the CCRDC with an approximate charge of \$6,000.00 when the City already has a signed agreement with the WCEDC to perform certain duties for the city as well as the redevelopment commission in which the City pays ¼ of the WCEDC budget.** In discussion, the Clerk Treasurer and some of the Commissioners feel the **agreement as is written is pretty open and not specific.** Mayor Ryan Daniel is present stating he will support whatever the Redevelopment Commission wants to do on this agreement. **Attorney Greg Hockemeyer** informed the Commission in reviewing the agreement **he had concerns** when he read the contract as follows: **1) a binding contract**

generally requires an exchange of value. How is the EDC being compensated? Is this just to further authority for services already being rendered to the City in exchange for CEDIT funds?; **2)** there are typo errors; **3)** where it says the EDC would have authority to enter into contracts, it seems a bit broad, given the expensive contacting authority of the Commission, Is there any particular reason this authority is needed?; **4)** some wording needs to be changed from “revocation” to “termination”; **5)** Section 4 – “its last-known place of business. Suggest that we list specific respective addresses for notice and duty to inform other party in writing of any change; **6)** IN WITNESS WHEREOF.... – concerned that the Commission’s enabling statute does not provide for this type of contract, except with “the county” (IC 36-7-14-14) Not sure if the EDC is synonymous with “county” and, if so, we need to term be for “stated and limited period of time”. The best solution may be to simply appoint the EDC executive director as the “executive director” under IC 36-7-14-12.2(14) and clarify that neither the executive director, nor any agent thereof, would be considered an employee of the Commission under IC 36-7-14-12.2 (15). **Indiana Code documentation mentioned is attached as “Exhibit A”**. Commissioner Romine questions why Jeff Walker couldn’t work in this area as this is part of his new duties under this administration. Mayor Daniel informed the Commission this was not discussed previously with Mr. Walker and still feels the perimeters of work needs to be defined in the agreement. After more discussion, **a committee was formed to work on the WCEDC agreement in defining both entities’ role and scope of work**. The committee is made up by Commissioner Hatcher, Ex-officio member Stan Meyer, Mayor Daniel and Jeff Walker.

President Commissioner Siler presented the **annual report** of the Redevelopment Commission’s actions for the **year 2011 for review and acceptance**. This report is submitted to the Mayor within 30 days after the close of each calendar year, per IC 36-7-14-13. On the motion of Commissioner Romine and second of Secretary Commissioner Hawn, to approve the 2011 annual report as submitted, all voted aye.

Teresa Ladd, TK Ladd, presented the Commission the two façade grant applications from Myers, Tison, Hockemeyer & McNagny, LLP for payment in the total amount of \$10,000.00, which all work and documentation has been completed. These applications were approved in the year 2011.

Teresa Ladd presented a façade grant application from Gene Reeg Motor Sales, Inc. for a new awning, sign, and some painting of their building located at 201 S. Main Street in the amount of \$3550.00. They would be asking the Commission for reimbursement of \$1,775.00. The application will also include an architectural charge of \$180.00. After reviewing the application, Commissioner Hatcher made a **motion to approve the façade grant application from Gene Reeg Motor Sales, Inc. in the amount of \$1,775.00**. Commissioner Romine seconds the motion. On call of the vote, all voted aye.

Teresa Ladd **presented a façade grant application from Matt & Leslie Rentschler** for the removal of the existing aluminum and wood siding, replacement of first floor windows and door with a new aluminum storefront, replacement of second story double hung windows with new vinyl double hung windows of the same size and repaint existing cornice **in the amount of**

\$14,475.00. Ms. Ladd informed the Commission that in keeping with the intent of Columbia City Downtown Façade Improvement Grant Program, the **Grant Committee does not approve the use of the proposed cultured stone as a replacement material for the building façade.** The committee recommends the use of cultured or thin faced brick as the historically compatible material. Final selection thereof to be approved by the Committee prior to installation. **Should the Owner choose to install the proposed cultured stone or other material not approved by the Façade Grant Committee prior to installation, no Facade Grant money will be applied to that portion of the work. The use of the \$1,000.00 Grant for Architectural assistance...**by making this grant available, Owner can obtain professional assistance in determining a plan of action once the removal of the existing aluminum and wood siding façade is complete and the condition of the underlying material(s) can be ascertained. **The Façade Grant Committee recommends the Redevelopment Commission approve the façade grant application for the maximum amount of \$5,000.00 and an Architectural Assistance Grant in the amount of \$1,000.00.** There is also an architectural administrative fee of \$180.00 to be paid directly to TK Ladd, Teresa Ladd, RA, Inc. for the preparation of the application. After some discussion, **Teresa Ladd informed the Commission that they do have the ability to provide more funds, if they so choose to do so.** Attorney Hockemeyer questioned the boundaries in funding of the façade grant applications. Ms. Ladd informed the Commission the Grant Committee realizes construction costs have accelerated over the years and feels that some applications might be considered for additional monies. The grants originally were based on the surrounding areas' grant amounts. **The Redevelopment Commission would be the entity to modify the guidelines in monies for the grants.** After some discussion, the **Commission** feels reluctant to make any changes prior to January 1, 2013 and would like to **study this issue further.** Vice President Commissioner Snell made a motion, which is seconded by Commissioner Hatcher, to **accept the recommendation of the Façade Grant Committee on the Matt and Leslie Rentschler façade grant application including the condition of the cultured stone replacement material with the total amount of \$5,000.00.** The Commission continued to discuss the possibility of increasing the amount of the façade grant applications as things change over time and maybe there could be some type of window in the application for "special needed projects". On call of the vote, all voted aye.

The Commission continued to discuss the specifications on façade grants.

On the motion of Secretary Commissioner Hawn to **approve the payment of both façade grant applications submitted by Myers, Tison, Hockemeyer and McNagny, LLP in the amount of \$10,000.00.** Commissioner Romine seconds the motion. On call of the vote, all voted aye except for **Vice President Commissioner Kevin Snell who abstains.**

Lori Shipman is present informing the Commission the WCEDC approved to hold a strategic planning session with John Stafford yesterday at their meeting. She would like to invite the Redevelopment Commission to have John Stafford to conduct a day long strategic session at the cost of \$1,000.00. After some discussion, Commissioner Hatcher made a motion, which is seconded by Vice President Commissioner Snell, to **arrange for a strategic session not to exceed \$1,000.00.** On call of the vote, all voted aye.

Lori Shipman informed the Commission there is a grant available through the USDA Rural Development that could be used to replenish the RLF or get aggressive using the RLF to purchase buildings, renovating buildings, improving parking areas and many different other avenues to pursue. The focus of the Commission's intent has to be job creation. The application is due mid-May of this year. The grants are available from \$10,000 - \$500,000, with a 50% match. The Vice President and President will **look over the grant for consideration and bring back remarks at the next regular scheduled meeting in March.**

As all business has been discussed, the meeting adjourned on the motion of Secretary Commissioner Hawn.