

**COLUMBIA CITY REDEVELOPMENT COMMISSION MINUTES
MARCH 13, 2012**

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

members present: President Commissioner Carl Siler
Commissioner Ben Romine
Commissioner Pat Hatcher

Those absent: Vice President Commissioner Kevin Snell
Secretary Commissioner Belinda Hawn

Also in attendance: Ex-officio Member Stan Meyer
Attorney Greg Hockemeyer
Martha Acres, Administrative Assistant to the Mayor
Lori Shipman, WCEDC

In reviewing the minutes of the **February 14, 2012** meeting, Commissioner Hatcher made a motion, which is seconded by Commissioner Romine, to **approve the minutes** as submitted. On call of the vote, all voted aye.

President Commissioner Siler informed the Commission that they overlooked the architecture fees on the Chauncey Group two façade grants from TK Ladd in the amount of \$360.00. On the motion of Commissioner Romine, and second of Commissioner Hatcher, to **approve the invoice in the amount of \$360.00 to TK Ladd for architectural services on the two façade grants of the Chauncey Group**, all voted aye.

President Commissioner Siler informed the Commission the committee formed to study the **WCEDC agreement with the CCEDC**, decided to **table** this as they investigated an agreement with the WCEDC and the City of Columbia City for their services which seemed to include the CCRDC as well. The committee decided more investigation was needed to take place. Mayor Daniel probably will appoint an Economic Development Director and they did not know what the perimeters would be for that position.

Vice President Commissioner Kevin Snell is now present.

The Commission discussed the Chamber of Commerce and the Whitley County Economic Development Corporation merging and wondered if the façade grants should continue as is.

At the previous Redevelopment Commission meeting, they instructed Lori Shipman to organize a strategic session for them. Lori was informed not to schedule this until at least May of this year.

Teresa Ladd presented the **façade grant application program** for the Redevelopment Commission's review and understanding. The last time the process was updated was in 2010. Ms. Ladd explained the grant process starts with contacting the Chamber of Commerce for a packet, then completion of the application and returned to the Façade Grant Committee for review. Once the Committee approves the application, it is presented to the Redevelopment Commission for their approval. Ms. Ladd advised she would return after the Commissioners had an opportunity to review the packet and answer any questions they might have. She noted that at the time the Chamber of Commerce put this together, they were in line, according to the tax base and the grant amount.

Lori Shipman advised the Commission after checking on the **USDA Rural Development Grant**, funds are being cut and the grants have shifted towards technical assistance rather than the RLFs. The **Commission will not seek** a grant from USDA Rural Development at this time.

President Commissioner Siler informed the Commission he has had several meetings in reference to the **invoice submitted by W. J. Carey in the amount of \$23,332.00 for several improvements made at 116 S. Chauncey Street**, the Chauncey Group. President Commissioner Siler stated the original estimates were made in July and work did not start until November. When he asked Troy Wilcoxsin of W. J. Carey, who gave them permission to proceed, Mr. Wilcoxsin stated it was the Columbia City Street/Sewer Superintendent Kelly Cearbaugh. The construction was done according to architectural drawings after the original estimates were given, so they did not match. President Commissioner Siler recommends paying \$15,000.00 on the invoice from the Commission, which was promised in 2011. The remaining amount should be the responsibility of the City Street Department. President Commissioner Siler stated Troy Wilcoxsin lowered the invoice by \$4,000.00 making it a total of \$19,332.00. President Commissioner Siler stated he did not believe it should be the responsibility of the Chauncey Group to pay the remaining amount of the invoice, and this was a hard lesson learned. After discussing some of the meetings that took place, Vice President Commissioner Snell feels all parties failed to communicate properly. Commissioner Romine felt if this should occur again, the Commission sends a letter stating exactly what the Commission is responsible for. Attorney Hockemeyer stated this promise of \$15,000.00 last year from the Commission was if the City was unable to fund the original estimated improvements. On the motion of Commissioner Romine, and second of Commissioner Hatcher, to **pay \$15,000.00 on the invoice from W. J. Carey on the improvements to 116 S. Chauncey Street**, all voted aye.

As all business was discussed, the Commission adjourned.

These minutes are respectfully submitted by Martha Acres, Administrative Assistant to the Mayor.