

COLUMBIA CITY REDEVELOPMENT COMMISSION MINUTES

October 13, 2015

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

members present: President Commissioner Carl Siler
Vice President Commissioner Kevin Snell
Commissioner Ben Romine
Secretary Commissioner Patricia Hatcher
Commissioner Dr. Angela Leonhard

Also in attendance: Mayor Ryan Daniel
CCRDC Attorney Greg Hockemeyer
Samara Qureshi, Administrative Assistant to the Mayor
Stan Meyer, Ex-Officio Member
Lori Shipman, Whitley County Economic Development Corporation
Teresa Ladd, TK Ladd Architects

After reviewing the **September 8, 2015 minutes**, Commissioner Dr. Angela Leonhard made a motion, which was seconded by Secretary Commissioner Patricia Hatcher, to **allow** the minutes as presented. On call of the vote, all voted aye.

CCRDC Attorney Greg Hockemeyer, gave an update on **213 West Van Buren Street**. There is a committee meeting scheduled for Wednesday, October 21, 2015. Troy Gawthrop, City of Columbia City employee, submitted a detailed drawing for a proposed project on the location site. Bart's BBQ also has a proposal submitted for use of this site. After further discussion, a new layout will need to be submitted from Troy with more specific dimensions, on a smaller scale. The committee will give an update at the next meeting.

President Commissioner Carl Siler transitioned the discussion to **116 West Van Buren Street**. CCRDC Attorney Hockemeyer presented information that there is availability for a commercial, test kitchen for economic development purposes at this location (which is laid out in the City's Comprehensive Plan.) However, it is unknown at the current time, who the title owners of the property are. Attorney Hockemeyer has sent out letters to potential title owners and is waiting on a response. An update will be given at the next meeting.

Teresa Ladd, from TK Ladd Architects, **requested for payment** on behalf of Kay Hildman of Brewha, for \$505.00, which was the grant request amount. The total Project Low Bid is \$1010.00. Commissioner Ben Romine made a motion **to approve payment** in the amount of \$505.00 for Brewha. The motion was seconded by Secretary Commissioner Patricia Hatcher. On call of the vote, all voted aye. A grant request for an Architectural Administrative fee of \$360.00 to be paid directly to TK Ladd – Teresa K Ladd RA, was also requested. Secretary

Commissioner Patricia Hatcher made a motion **to approve payment** in the amount of \$360.00 to Teresa Ladd of TK Ladd Architects. The motion was seconded by Commissioner Dr. Leonhard. On call of the vote, all voted aye.

The discussion of **parking at 306 West Van Buren Street** was brought to attention by the Commission. Last meeting, the Commission approved an event by event agreement to accommodate parking for those in attendance of events at The Van Buren Center. The Commission went into a detailed discussion about the use of the lot and how long they were going to allow parking, who is going to maintenance the parking lot, insurance and liability, etc. After discussion, Mayor Ryan Daniel agreed to look into insurance for the parking lot and will present the information at the next meeting. Carl Siler will gather all finances for the Redevelopment Commission and present financial positioning at the next meeting. Lastly, the Commission agreed to have Attorney Hockemeyer put together a leasing agreement with the end date of March 31, 2016, in conjunction with The Van Buren. This agreement would allow parking at 306 West Van Buren Street, with no charge to The Van Buren, with the understanding The Van Buren maintains the property and has insurance. There will be a 60 day termination for the lease agreement.

Lori Shipman informed the Commissioners on the **Cardinal Grain Property**. In order to move forward, Lori informed the Commission there will need to be an updated phase one done on the building. This will cost the Commission \$2,500.00. With the update of the phase one, this will help with the process of obtaining the comfort letter. Commissioner Ben Romine made a motion to go ahead and **move forward with the updated phase one**, with a cap of \$3,000.00. Vice President Commissioner Kevin Snell seconded the motion. On call of the vote, all voted aye.

As all business was discussed, the meeting adjourned.

These minutes are respectfully submitted by Samara Qureshi, Administrative Assistant to the Mayor.