

MINUTES
ECONOMIC DEVELOPMENT COMMITTEE
October 3, 2018

The Economic Development Committee held a meeting on October 3, 2018 at 5:30 p.m. in the Council Chambers at City Hall.

Present: Chairman Dan Colwell, Aldermen Connor, Sharp, Mayor White and Economic Development Director Parker

Budget Review/Funds Available – Chairman Colwell ask Director Parker about the report. She explained that at the last meeting she was asked to simplify the Report that shows the committee what funds we have available for ED projects. The goal was to make the form very easy to read and more of an “at a glance” report for committee meetings. There is always the full detailed report from the bookkeeper that can be viewed as well. Director Parker stated that the report she provided shows what was budgeted, what was approved, what was paid out, what is still pending to be paid out and what is left in the fund after all payouts. This will make it easier to keep track of projects, how the funds are spent along the way throughout this fiscal year. The report reflects that we do not have any available funds in the TIF Central fund for any incentive from the City for the remainder of this fiscal year. We do have some funds in TIF Plaza and in the HELP Loan Fund. The TIF Central Façade and the Façade program for businesses outside of the TIF also both have funds available. The report was accepted as presented.

Two Façade Applications:

Starfish Cottage & Friends: Denise Koch owner of Starfish Cottage is looking to get the front windows replaced and a new front door to update her storefront. The estimated total cost of the project is \$5,539.51. If approved the maximum this program can pay out is 80% or 4,431.61. Since Denise is not the owner of the property a signed consent form is included in the application from the owner for this work to be done on his property. Property owner is Pat Prather. Consensus was to move to approve at Council.

Lucky Dogs: Dennis Luckett would like to purchase a new exterior door and get the windows in the atrium area caulk/sealant, clean, prime and resealed at Lucky Dogs. The estimated total cost of the project is \$5,114. If approved the maximum this program can pay out is 80% or \$2,500. Consensus was to move to approve at Council.

Discussion took place on the intent of the façade programs. The program guidelines will be looked into at the next meeting to make sure they are doing what they were intended to do.

Pearce Community Center – Pearce is looking to replace some portions of their sidewalk in the front of the facility. After some discussion this item will be moved to the next public safety committee under the sidewalk program to seek approval.

SALVAGE RIGHTS - A total of 3 Bids were received by the City Clerk for both properties.

4TH Street - Two bids were turned in for this property. One was from Larry Whitehurst and Eldon Reed in the amount of \$225.00 and the 2nd bid was from Complete Maintenance Systems (CMS) for \$26.00. There was a question in regards to the liability insurance that was submitted with the highest bidder. Director Parker was asked to contact them for proper insurance for this project. If they can provide that then they would be awarded the project. If not it would default to the next bidder but again with proof of required insurance for this project.

714 Fourth St. – One bid was received for this property. The bid was from Sweet Cakes by Rachael, Owner Rachael Parker in the amount of \$200.00. Liability Insurance verification was submitted with the bid.

After some discussion in the future when properties are put out for salvage rights it was suggested that a minimum bid be included in the RFP.

Optimist – This is the renewal of the advertisement contract with the Town Theater. The amount due is \$1,000.

Chillicothe Chamber – This is our annual contribution to the Chamber via funds from M & T to help them with any advertising efforts to help attract and sustain current businesses. These funds are also used to help promote various events. This payment is \$1,000 and is a budgeted item through M & T.

Whispering Palms - Kelley Schaar, Owner along with her husband purchased 213 W. Walnut in April 26th of 2017. They received a HELP LOAN in the amount of \$39,260.00. The HELP LOAN payments have been paid as agreed. This project according to the redevelopment agreement was to be completed by May 2018. The demo took way longer than planned because of some items that were hard to remove. Kelly had gotten pretty sick and was out for some time. Her husband had some help with the demo but is doing most of the remodel work himself. Director Parker did go into the building about 3 months ago and saw that some work has been done. She was told that he was going to get an electrician to come in and do the electrical work then he would finish up with some of the walls and bathroom. He works 2nd Shift at CAT and says he mostly works on this project on the weekends. Director Parker reached out to the Schaar's and they look to have the project completed by the end of the year.

OLD BUSINESS:

616 4th Street - RFP was already posted in the journal star for demolition.

Overland Group- Will be back on Council Agenda on Oct. 8th to approve alley being vacated.

Bacon Building Roof: Work is complete and the Tobin crew is working daily on cleaning out the facility.

Owens Design Group Update: They are working with a bank to secure their portion of the project. The project is moving forward.

TIF Plan Update: The Mayor, Rachael, Denise and Attorney will be scheduling a meeting to look at what upcoming projects need to be in that plan update.

M & T Update:- At the committee meeting there was talk about the Chamber hosting a Fall Open House that will involve the Realtors and Bankers to help with attracting people to Chillicothe. Amanda Oedewaldt announced that she has roughly 60 Christmas wreaths that she wants to share with all the businesses in the City to help with decorations for the Holidays. The City's Video that was funded by Peoria County will have a draft sent to the City for review in the next couple of weeks.

Council Agenda Items – 6 motions

1. Façade application – Starfish Cottage
2. Façade application Lucky Dogs
3. Salvage Rights Bid Award – 616 4th Street
4. Salvage Rights Bid Award – 714 4th Street
5. Expenditure of \$1,000 for Optimist
6. Expenditure of \$1,000 for Chamber

Chairman - Actions - None

There being no further business meeting adjourned at 5:30 p.m.

Respectfully Submitted
Chairman Colwell