



**A REGULAR MEETING MINUTES
COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD MEETING MINUTES
December 11, 2012**

1. CALL TO ORDER

Chairman Larry Cappleman called the meeting of the Community Redevelopment Agency Advisory Board to order at 5:03 pm in the 3rd Floor Conference Room of City Hall.

2. ROLL CALL AND DETERMINATION OF QUORUM

A quorum was declared present at 5:03 pm.

Present: Board Members: Vice Chair Bob Battaglia, Chairman Larry Cappleman, Alan Haughey, Kelly Randall, Sandy Schupp, and Ronald Sikes.

Absent: Board Members: Joy Bouler (Excused), John Kirby (Unexcused), Charlie Roper (Unexcused).

City Staff: Economic Development Director Tanja Gerhartz, Finance Director Laura Zielonka, Senior Planner Laura Smith, and Planning Technician Corrina Williams.

3. APPROVAL OF MINUTES

Motion made by Alan Haughey to approve the regular meeting minutes of September 11, 2012. Seconded by Kelly Randall and carried unanimously 6-0.

GENERAL ANNOUNCEMENT

Economic Development Director Tanja Gerhartz advised the Board that City Manager Mike Bollhoefer will have a presentation for the Board on the past, present, and future of the CRAAB at the next meeting. Chairman Larry Cappleman advised that the Board is approximately two-thirds through its term and the Suntrust note will be paid in full in 2014. The presentation City Manager Bollhoefer is putting together is to allow a workshop session in a public forum with the CRA so that the CRAAB can focus on and head toward the path and direction of the CRA.

4. DISCUSSION – Downtown Business Façade Matching Grant Program - Applications

Chairman Larry Cappleman advised the Board he would be abstaining from voting on this item and stepped out of his position as Chairman and conductor of the meeting and turned over the gavel to Vice Chair Bob Battaglia.

Economic Development Director Tanja Gerhartz presented to the Board a “Downtown Business Façade Matching Grant Application” for the property located at 132 W. Plant Street. The project will consist of installing an awning on the west side of the building to create an outdoor seating area, and creating a faux front door and street presence on the rear of the building facing Tremaine Street. The project was brought before the Architectural Review and Historic Preservation Board and received approvals for the proposed scope of work.

Board had general discussion on concerns for the walkway width for pedestrians and the need for improvements paid with grant funds to remain with the property in the event the existing tenant/applicant vacates the property.

Motion made by Ronald Sikes to approve and recommend to the CRA the Downtown Business Façade Matching Grant Application CRA BFMGP – 05A and 05B with two requirements. 1) Any resulting sidewalk area improvements made shall be in compliance with ADA and City Code. 2) Any tenant improvements made in conjunction with this application are to remain the property of the landlord. Seconded by Alan Haughey and carried unanimously 5-0.

5. MEMBER INPUT

None.

6. ADJOURNMENT

Meeting adjourned at 5:25 pm.

ATTEST:

APPROVED:

Planning Technician Corrina Williams

Chairman Larry Cappleman