

MINUTES
FINANCE/ECONOMIC DEVELOPMENT COMMITTEE
January 6, 2020

The Finance/Economic Development Committee met on January 6, 2020, at 4:35 p.m. in the Council Chambers at City Hall.

Present: Chairman Colwell, Alderman Braun, Alderman Connor, Alderman Sharp, Mayor White, Economic Development Director Beadles, Office Manager Passage

Chairman Colwell called the meeting to order at 4:35 p.m.

PUBLIC COMMENT

Mike Mahoney updated the committee on Optimist Town Theatre.

PURPOSE:

Finance

Budget Review

Office Manager Passage stated that the December, 2019 Budget Comparison Analysis will be sent to the elected officials. She stated that she has reviewed the information and the percentages are in line with the budget.

Budget – 2020-21

Office Manager Passage identified some projects that she will be submitting for the 20-21 budget. Some of the projects are: Server Upgrade, Smart Board, Painting Council Chambers and More technology upgrades. She asked the members to turn in any other projects they might want included in the budget.

Project – Administration Technology Upgrade – computers

Office Manager Passage proposed moving the priority one project – Technology Upgrade, in the amount of \$20,000.00 forward as an approved project so we could upgrade computers to Windows 10. It would be computer upgrades for City Hall and Police Station through Pearl Technology. Cost as follows: City Hall \$5,337.00 Police \$7,009.00 for a total of \$13,455.00. The consensus of the committee was to place this on the council agenda for January 13, 2020 to seek approval for the project and purchase the computers.

City Hall Building Improvement – Windows Council Chambers

Office Manager Passage presented two proposals for window coverings. The recommendation was to accept the proposal for \$1,840 from Sungard. The consensus of the committee was to seek approval to purchase the window coverings from Sungard at the January 13, 2020 council meeting.

EDC

Budget Review – TIF/HELP/Façade Status

Director Beadles submitted the Budgets for the TIF Grants, HELP loans and Façade Programs.

TIF Request

TIF Request for Charlie Rusk and Cami Burnett were pulled. Terms for new proposals were discussed.

Promotion – Pearce Community Center

Director Beadles submitted the recommendation from the M&T Commission to accept a \$250 sponsorship for Pearce Community Center for this year and consider a \$500 sponsorship for the following year.

Donation/Sponsorship – Rotary Club Bald Eagle Days

Director Beadles submitted the recommendation from the M&T Commission to accept a \$300 donation to the Chillicothe Rotary Club for the Bald Eagle Day breakfast.

Quinlan Grant Publication

Discussion was held in regards to the Quinlan publication for grants for cities and towns. It was the consensus of the committee to not renew the publication. This is a cost savings of \$576 dollars.

Façade – Heather’s Wine Nook

After committee discussion it was determined to approve only the façade work for the area facing the main thorough fair which was ½ of the original request.

Façade – Lucky Dogs

After committee discussion it was determined that more information on the repairs would be needed from owner and submit at the next meeting in February.

Façade – Pearce Community Center

After committee discussion it was determined that banners did not qualify for façade grant program.

New TIF Application

Mayor White presented new TIF application. More detail for collateral has been requested from attorney. This will be prepared to be presented to council.

OLD BUSINESS:

Update TIF/HELP Payments

Director Beadles updated the committee of the HELP loan payments. The mayor reported the city is working with the attorney to get the accounts past due HELP loans brought up to date.

Update Fourth Street Corridor Plan

No updates to report.

Update Video Billboard/616 4th Street Property

Office Manager Passage reported building permit has been issued and reported construction to start in January in order to be completed in June per grant due date.

Update Water Rate Analysis

Office Manager Passage reported financial changes for potential water rate increase. After discussion it was determined rate work would continue.

Update M&T Commission

Director Beadles reported M&T Commission items.

Update TIFF Request - Town Theatre

See report above in public comment.

RFP - City-Owned Property at Walnut and 1st Street

Mayor White reported the RFP was published in the paper and the date due to City Clerk is January 15th.

City Re-Branding Proposal

Mayor White reported ODG is breaking down the re-branding proposal into smaller segments.

City Web Site Proposals

Director Beadles reported receiving 5 web site proposals to be reviewed and planned for in next year's budget.

SUMMARY

Chairman Action - None

Council Agenda Items

- Move Priority #1 project technology forward and approve Pearl.
- Approve City Hall improvements
- Move priority #1 project forward and approve payment of \$1560 for Heather's Wine Nook
- TIF Grant Application

There being no further business the meeting adjourned at 5:58 p.m.

Respectfully,
Chairman Colwell