

**MINUTES**  
**BUSINESS DISTRICT DEVELOPMENT AND REDEVELOPMENT COMMISSION**  
**REGULAR MEETING**  
**May 13, 2020**

Chairperson Jenna Grimm called the meeting to order, with the following members present: Voting Members – Bill Aupperle, Jenna Grimm, Cathy Kemp, Jim Ritthaler, Jason Scarfe, Wesley Sutter, and Dane Zeller. Non-Voting Members present – EDC Director Leigh Ann Brown and Administrator Julie Smick. Absent: voting members – Todd Grimm and Mike Murphy, and; and non-voting member Mayor Jeff Kaufman and Trustee Stephen Leitch.

**Presentations** – Grant Applicant presentations made by:

Curt Heimer for J. Kaiser, Inc.  
Sam Parrott  
Jason Scarfe for Emerald City Investments

**Public Comment** – None.

**Approval of the Minutes** – The minutes from the March 11, 2020, were presented for approval. Motion by Kemp, seconded by Zeller for approval. Motion approved by voice vote, all in favor.

**Unfinished Business:**

Larger Grant Concept

The Commission tabled this discussion until the June 2020 meeting.

**New Business:**

Grant Applications –

**J. Kaiser, Inc.** motion made by Ritthaler and seconded by Sutter to approve the grant application for the work listed in the grant application which had not begun yet. Commissioners discussed the project and determined that the work is applicable. Commissioners discussed that there were several items listed which had been completed or begun. Smick to obtain a listing of the cost of the items remaining to begin. Motion carried by the following voice vote:

Yes: Aupperle, Grimm, J., Kemp, Ritthaler, Scarfe, Sutter, and Zeller

No: None

Abstain: None

Absent: Grimm, T., Murphy, M.

**Sam Parrott** motion made by Aupperle and seconded by Ritthaler to approve the grant application. Commissioners discussed the project and determined that the work is applicable. Motion carried by the following voice vote:

Yes: Aupperle, Grimm, J., Kemp, Ritthaler, Scarfe, Sutter, and Zeller

No: None

Abstain: None

Absent: Grimm, T., Murphy, M.

**Emerald City Investments** – As Commissioners Scarfe and J. Grimm are part owners in this company, they abstained from discussion and voting. They were put into the “waiting room” of Zoom during this segment of the meeting. Motion made by Sutter, seconded by Zeller to approve the application. Commissioners discussed the project and determined that the work is applicable. Motion carried by the following voice vote:

Yes: Aupperle, Kemp, Ritthaler, Sutter, and Zeller

No: None

Abstain: Grimm, J. & Scarfe

Absent: Grimm, T., Murphy, M.

Grant Reimbursement Requests – None

Fund Balance Report – Administrator Smick provided the report to the Commissioners.

**Adjournment:**

With no further business, Ritthaler moved to adjourn, seconded by Kemp, followed by a unanimous voice vote.