

**MINUTES**  
**BUSINESS DISTRICT DEVELOPMENT AND REDEVELOPMENT COMMISSION**  
**REGULAR MEETING**  
**April 10, 2019**

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

**Presentations** – None.

**Public Comment** – None.

**Approval of the Minutes** – The minutes from the March 2019 were presented for approval. Motion by Kemp, seconded by Scarfe for approval. Motion approved by voice vote, all in favor.

**Unfinished Business:**

Changes to Building Improvement Grant – Discussion held regarding changes needed to the Building Improvement Grant for the fiscal year beginning May 2019. Items agreed upon to change were:

- Changing the requirement that a building's square footage be greater than 50% to include the following
  - Add an exception to this rule if the business contained in the commercial portion employs more than 3 full-time equivalent people who work at that location.
  - Add the requirement that the building must be zoned commercial.
- Including the cost of demolition as an allowable expense if it is part of a new construction project.

The Commission also discussed the following and will not make these changes for the upcoming year.

- Removing the exclusion of new construction.
- Landscaping allowed – possibly change that landscaping is covered if included as a larger project, not as sole improvement.

Smick will update the application and bring it to the Commission at the May meeting for approval.

**New Business:**

Fund Balance Report – Administrator Smick went over the fund balance report as of March 2019.

**Adjournment:**

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