

EDC Minutes

March 29, 2017

The meeting was called to order by Chairman Brenda Johnson on Wednesday, March 29, 2017 at 5:02 p.m. at Carlyle City Hall. Board members present included Brenda Johnson, Karla Caplinger, Shannon Petrea, and Marland Tucker. Melissa Blankenship, Charla Whisenand, and Andy Zieren were absent. Others present included Carol Hansen, Jim Thole, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the October 20, 2016 meeting, Karla Caplinger made a motion to approve the minutes. Marland Tucker seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the TIF application for Hardees. JoAnn began by reviewing the TIF and the sales tax projections from Moran Economic Development with everyone present. Keith Moran recommended a TIF with a 60/40 split for up to \$50,000 for the life of the TIF. After some discussion, Marland Tucker made a motion to recommend to Council a TIF agreement with Hardees with a 60/40 split for up to \$50,000 for the life of the TIF. Karla Caplinger seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the FY '18 budget. See the table below. Shannon Petrea made a motion to recommend to Council the proposed FY '18 budget. Karla Caplinger seconded the motion. After a voice vote, all were found in favor.

Proposed FY '18 EDC Budget		
5330 Legal Services		\$3,500.00
5490 Other Professional Services		\$5,000.00
5540 Postage		\$50.00
9250 Special Programs	Misc. and EDC Promotional Incentives	\$11,000.00
9280 Advertisement	Shop local, print advertising, radio advertising, and social media	\$4,700.00
9950 G & A		\$949.00
Total		\$25,199.00

The third item on the agenda was old business. Karla asked whether Signatures had done anything with the money they received from the façade improvement program. JoAnn stated that Signatures will not actually receive any money until they turn in appropriate receipts. Signatures has one year to turn in receipts. After some discussion, it was determined to change the amount of time to turn receipts in to six months.

The fourth item on the agenda was new business. After further discussing the Façade Improvement program, it was decided to budget \$16,000. Four applicants may apply for the program and there is \$4,000 available for each applicant. JoAnn asked that EDC members spread the message about the Revolving Loan Fund money that is available.

There were no public comments.

There were no any other comments.

The seventh item on the agenda was executive session to approve executive session minutes. Karla Caplinger made a motion to enter executive session. Marland Tucker seconded the motion. After a voice vote, all were found in favor.

There were no executive session item(s) that needed a vote.

With no further business to discuss, Karla Caplinger made a motion to adjourn. Shannon Petrea seconded the motion. With all in favor, the meeting was adjourned at 5:52 p.m.

Respectfully submitted,
Martha Reinkensmeyer

EDC Minutes

April 20, 2017

The meeting was called to order by Chairman Brenda Johnson on Thursday, April 20, 2017 at 4:03 p.m. at Carlyle City Hall. Board members present included Brenda Johnson, Melissa Blankenship, Marland Tucker, Charla Whisenand, and Andy Zieren. Melissa Blankenship arrived late. Karla Caplinger and Shannon Petrea were absent. Others present included Jay Donnelly, Paramjit Chugh, Raghubir Chugh, Judy Smith, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 29, 2017 meeting, Charla Whisenand made a motion to approve the minutes. Marland Tucker seconded the motion. After a voice vote, all were found in favor. Melissa Blankenship was absent at the time of this vote.

The first item on the agenda was a Façade Improvement application from Jay Donnelly. He and his wife own the Carlyle Hearing Center. They received \$2,000 from the program last year for work completed on the front of the building and part of the east side of the building. The new work will be on the back side and will complete the east side. See the list of repairs on the next page. The total cost of the repairs is \$7,470.00, making Donnelly eligible for \$3,735.00. After some discussion, Charla Whisenand made a motion to approve Jay Donnelly's Façade Improvement application. Andy Zieren seconded the motion. After roll call, all were found in favor. There was then discussion as to how many times an applicant may apply within a year's time. Andy Zieren made a motion that only one application per property per year be allowed. Marland Tucker seconded the motion. After roll call, all were found in favor. Melissa Blankenship was absent at the time of this vote.

The second item on the agenda was the Marnier's Village lease transfer. Brenda stated that the Corps of Engineers owns the property on which sits the hotel, conference center, and restaurant. The Corps leases this property to the State of Illinois and the State leases it to the City. Therefore, the City must approve the lease. JoAnn stated that Deepak Patel, the current owner of Mariner's Village, has been told that certain upgrades and requirements must be met before the sale is final. See the next page for this list. Raghubri and Paramjit Chugh will be the new owners of Mariner's Village. First National Bank has approved them for a loan to purchase the buildings. They will be moving to Carlyle so that they can better manage the hotel. Charla Whisenand asked if the stipulations that Patel must meet only apply to the hotel or apply to the restaurant as well. As the manager of the restaurant, she has had many issues with the upkeep of the restaurant grounds and would like this to be included in the City's stipulations. Marland Tucker made a motion to approve the lease of Mariner's Village to Raghubri and Paramjit Chugh if the City's stipulations are met by Deepak Patel. Andy Zieren seconded the motion. After roll call, all were found in favor.

There was no old business.

There was no new business.

There were no public comments.

There were no any other comments.

With no further business to discuss, Marland Tucker made a motion to adjourn. Charla Whisenand seconded the motion. With all in favor, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Carlyle Hearing Center Improvements

- Painting sheet metal
- Installing a door on the east side
- Attaching an awning over the door
- Electrical lighting
- Painting rear of building
- Creating business suites in the rear of the building

Mariner's Village Requirements

- Remove the railroad ties
- Reseed and straw within two weeks of removal
- Bury all exterior drain tile from gutters no later than May 30, 2017
- Grind the tree stumps on the property where the trees were cut down no later than June 15, 2017
- Mow, weed eat, and clean up the pond no later than May 30, 2017
- Remove the A/C units there were stored next to the ice machines no later than May 1, 2017
- Remove all weeds from landscaping beds throughout the property, especially around the restaurant and conference center
- Trim all bushes, add rock/mulch as necessary to fill in bare spots by May 15, 2017
- Mow entire property and weed eat immediately

EDC Minutes

August 25, 2017

The meeting was called to order by Chairman Brenda Johnson on Thursday, August 25, 2017 at 5:03 p.m. at Carlyle City Hall. Board members present included Brenda Johnson, Melissa Blankenship, Karla Caplinger, Shannon Petrea, Marland Tucker, and Andy Zieren. Charla Whisenand was absent. Others present included Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the April 20, 2017 meeting, Andy Zieren made a motion to approve the minutes. Melissa Blankenship seconded the motion. After a voice vote, all were found in favor. Shannon Petrea abstained, as she was not present for that meeting. Marland Tucker was absent for this vote.

The first item on the agenda was TIF for Dollar General. JoAnn stated that Dollar General looks to build next to First National Bank. It is asking for a \$200,000 TIF. The total cost of the project is \$1.2 million. JoAnn stated that Keith Moran advised offering a \$100,000 TIF with a 75/25 split for the remaining life of the TIF. After some discussion, Carla Kaplinger made a motion to recommend to Council a \$200,000 TIF with a 75/25 split for the remaining life of the TIF. Melissa Blankenship seconded the motion. After roll call, all were found in favor.

The second item on the agenda was old business. Brenda asked JoAnn about whether Carlyle Hearing Center has done anything towards their façade improvement grant. JoAnn stated she would verify with Rebeca and Jay Donnelly where they were at with the improvements.

The third item on the agenda was new business. JoAnn stated that the City is hoping that businesses will offer coupons on the City App. Businesses will be allowed to offer coupons for free until August 2018.

There were no public comments.

The fifth item on the agenda was any other comments. Karla asked if Taco Bell was coming to Carlyle. JoAnn stated that it had been looking, but once the State of Illinois raised the minimum wage, Taco Bell stopped looking at opening small towns. The Committee then had a lengthy discussion on ways to improve the downtown area.

With no further business to discuss, Marland Tucker made a motion to adjourn. Andy Zieren seconded the motion. With all in favor, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,
Martha Reinkensmeyer