

# **Winchester Community Development Committee**

**Tuesday, September 18, 2018  
Immediately Following the 8:00 am EDA Board meeting  
AGENDA**

- 1. Call to Order and Determination of Quorum**
- 2. Review and Approval of Minutes for the July 17, 2018 Meeting**
- 3. Public Input Session to discuss the Consolidated Annual Performance Evaluation Report**
- 4. Motion to Forward the Consolidated Annual Performance Evaluation Report to City Council**
- 5. New Business**
- 6. Old Business**
- 7. Adjourn**

**Community Development Committee**  
**July 17, 2018**  
**Meeting Minutes**  
**Elizabeth A. Minor Council Chambers- Immediately following the 8:00 a.m.**  
**EDA Meeting**

Committee Members Present: Doug Toan  
Cary Craig  
William Buettin  
Tim Painter  
Lauri Bridgeforth  
Jeff Buettner  
Carol Koenecke-Grant

Staff Present: Eden Freeman, City Manager  
Tyler Schenck, Innovation & Information Services  
Director  
Shawn Hershberger, Development Services Director  
Amy Simmons, Communications Director  
George Hoddinott, Business & Workforce  
Development Director  
Shirley Dodson, Business & Workforce Development  
Coordinator

**SUBJECT: Call to Order and Determination of Quorum**

HIGHLIGHTS: Mr. Buettin called the meeting to order at 9:14 a.m. and determined there was a quorum present.

**SUBJECT: Review and Approval of Minutes from June 27, 2017 Meeting**

HIGHLIGHTS: The minutes of the meeting held June 27, 2017 were unanimously approved upon Motion duly made by Mrs. Koenecke-Grant, and seconded by Mr. Toan.

\*Mr. Craig abstained from approving the minutes from the Meeting held June 27, 2017.

**SUBJECT: Public Input Session Regarding the Draft Section 108 Loan Application Regarding Sidewalk Installation and Replacement.**

**HIGHLIGHTS:** Mr. Buettin opened discussion to the public for the discussion of the Draft 108 Loan Application. Hearing no discussion, Mr. Buettin closed the public input session.

**SUBJECT: Review and Approval of the Draft Section 108 Loan Application Regarding Sidewalk Installation and Replacement.**

**HIGHLIGHTS:** Mr. Schenck reported that the sidewalks are predominately located in the northern end of the city. Mr. Schenck said that Section 108 Loans allow entitlement localities, like Winchester, to request up to five times their annual amount, around \$1 million. The City typically takes the approach, like with the Taylor Hotel project, to repay the debt as quickly as possible. Interest rates are minimal. Mr. Painter asked if this would be for the repair or the replacement of the sidewalks. Mr. Schenck responded that it would be total replacement. Mr. Toan asked if this is just for one year, or if is this a pledge of funds for five years. Mr. Schenck answered that we have up to ten years to pay off the loan but similarly to the Taylor Hotel, will try to pay off in four or five years. We are required to pay off \$100,000 per year. Mr. Toan asked if all of these funds will go towards this project and if there were any other project the funds would be going towards. Mr. Schenck said that other groups were welcome to submit a proposal but we have not put out a call for proposals in any way since the Winchester Common Council directed us to go forward with sidewalk installation and replacement. Upon motion duly made by Mr. Buettner, seconded by Mrs. Bridgeforth the Committee unanimously approved the Section 108 Loan application regarding sidewalk installation and replacement.

**SUBJECT: Public Input Session regarding the Draft 2018-2022 Consolidated Plan.**

**HIGHLIGHTS:** Mr. Buettin opened the discussion for the public input session regarding the Draft 2018-2022 Consolidated Plan. Hearing no discussion, Mr. Buettin closed the public input session.

**SUBJECT: Review and Approval of the 2018-2022 Consolidated Plan.**

**HIGHLIGHTS:** Mr. Schenck reported that the Consolidated Plan is a plan that is required to be submitted every four program years which says how we anticipate to spend the funds for the next four years. Since we are anticipating receiving the Section 108 Loan, the Consolidated Plan will reflect 90% of funds going towards the Section 108 Loan

allocation, and 10% to administrative expenses. Upon motion duly made by Mr. Buettner, seconded by Mr. Toan the Committee unanimously approved the 2018-2022 Consolidated Plan.

**SUBJECT: New Business**

**HIGHLIGHTS:** There was no new business to discuss.

**SUBJECT: Old Business**

**HIGHLIGHTS:** There was no old business to discuss.

**SUBJECT: Adjourn**

**HIGHLIGHTS:** Upon motion duly made by Mr. Buettner, seconded by Mr. Toan the Committee adjourned the meeting at 9:20 a.m.

Minutes respectfully submitted by: Shirley Dodson, Business & Workforce Development Coordinator.