



MINUTES

July 28, 2016

Board Meeting

City Hall – Council Chambers

Members Present:

Jeff Mercer..... President
Kim Minton Secretary
Angela Coy.....Treasurer
David Bedwell Member
Lisa Jones Member

Others Present:

Robert Schafstall..... Legal Counsel
Rhoni Oliver Community Development Specialist
Julie Spate Recording Secretary

Call to Order:

Jeff Mercer called the meeting to order at 8:00 a.m.

Approval of Minutes:

David Bedwell made a motion to approve the June 23, 2016 minutes as presented. Lisa Jones seconded the motion. The motion carried.

Public Comment:

None.

Committee Reports:

A. Communication Committee or Monthly Update:

1. Annual Report
Kim Minton highlighted the hard copy of the annual report handed out before the meeting. They are working on a mailing. 500 copies were ordered and available for the taking this morning.

B. Finance Committee or Monthly Update:

1. 2015 Audit
Angela Coy reported the audit is done and will be sent to the State Board of Accounts tomorrow.
2. 2015 Taxes
The tax return is on its way to Ms. Coy. It's due August 15, so FDC is in compliance. She also took care of the state notice received by Krista Linke regarding withholding taxes.
3. 2017 Budget
Ms. Coy asked if anyone had any questions. Alterations included a line item for part-time help for Ms. Linke. The review and design expense for DDF and FHI was increased along with the loan program

servicing fees. This increase will be needed due to the up front cost Horizon charges to begin servicing loans. Mr. Mercer supported the decision for help for Ms. Linke as she is doing as much as she can currently. Ms. Coy also highlighted directors insurance and property liability. Ms. Jones asked if any income was included for the tax sale properties. This budget is just expenses.

A motion to approve the 2017 budget was made by Ms. Minton and a second by Mr. Bedwell. The motion carried.

C. Loan and Grant Committee or Monthly Update:

1. Status Update: 351 E Jefferson Street

Ms. Linke reported the first two months of rent received on this property. When construction starts the end of August, another tenant will be in place and doubling the rental income.

2. Status Update: 97 E Monroe St. – B2S Labs

The paint has been removed from the brick. They are working on the Water Street façade. Once the brick work is done, they can begin work on the interior. They are working out of the first floor.

3. Status Update: 57 N Main St. – Artcraft Theatre

Rob Shilts updated on the HVAC project that the structure did not fit so they are having to redo. The marquee reroofing is finished. The north façade reassembly of the marquee can now begin and the south marquee façade will follow. The fabrication should take two weeks.

4. CFMG 2016-05: 101 E Monroe Street – Franklin Property Group LLC

The Loan and Grant Committee met. The Design Committee met on sight with the new property owners. Franklin Property Group has acquired the building and they are repainting the exterior, new windows and doors and shingle façade work. The total for the project is approximately \$38,000, so the grant will be for \$17,500.

5. Pending Applications

Several property owners are waiting for final contractor estimates so Ms. Linke hopes to have at least two new applicants for the next meeting.

D. Development Committee or Monthly Update:

1. Property Recovery Task Force Policies and Procedures

Dan Frische did a market analysis of the six properties to be received from the city. The values range anywhere between \$5,000 and \$15,000.

2. Tax Certificate Properties Timeline Update

August is the target for putting out the offering sheets. The waiting period is over and Rob Schafstall has submitted proposed orders to the judge.

E. Capacity Committee or Monthly Update:

1. Board Retreat – August 18th

Ms. Linke presented the plan to host an annual board retreat. The desire is to get board members more involved in recruiting applicants for the residential program and following up with outstanding applications along with some strategic planning for 2017. It will be a morning meeting with lunch provided to stay and eat or take with you if schedule dictates.

June 2016 Financial Report:

Ms. Linke is working with Ms. Coy and Mr. Mercer to close out the two remaining BMO accounts. The operating balance at the end of June was \$106,458.61. Accounts receivable on all loans is \$269,866.35. Ms. Coy added 351 E Jefferson to the financials.

FDC is on or under budget. A few areas have gone over such as the loan program servicing fees.

The residential report does not reflect any new applications added. One loan with a balance of around \$7,000 was paid off in full. Commercial loans does not have a lot new to report. B2S Labs is nearing completion on their commercial loan and The Grill Bar project hasn't started yet.

The Commercial Façade Matching Grant, Mutual Savings Bank has been finished out and will reflect on the July report. Franklin Property Group has been added for \$17,388 and no other draws have been made on any approved this year.

There is not much new for requests for proposals and direct investments. The amount spent at 351 E. Jefferson Street has been updated to the \$283,000 with \$67,000 remaining.

Programming funds loan totals that have been repaid to date is \$709,369.58. The programming account balance not including operating but including some of the direct investment projects is \$1.3 million. The committed balance remaining on those is still \$373,000. The new façade grant was added to the 2016 programming funds.

Director Report:

None.

Additional Items:

- Next Regular Board Meeting - August 25th, 2016 at 8:00 a.m.

Adjourn:

No further business came before the Directors. The meeting was adjourned at 8:23 a.m.

Approved this 25th day of August, 2016:

By: _____
Jeffrey Mercer, President

Attest: _____
Kim Minton, Secretary