

Downtown Business District Advisory Board

Regular Meeting Minutes

January 3, 2024 at 9:30 A.M.

First State Community Bank, 101 W. Commercial St.

Roll Call and Establishment of Quorum

The roll was called and the following board members were present: Melody Allen, Melissa Walker, Chris Walters, Michelle Boyer, Steve Hite, Brian Hash, and Jessie Williams. Absent were Ed Brackett and Gay Boston.

A quorum was declared and the meeting began at 9:37 am.

Minutes were taken by Downtown Lebanon Executive Director Sarah Stewart.

Approval of Minutes

The minutes from the October 11, 2023 and December 6, 2023 meeting were distributed to the board for review. Melissa Walker made a motion to approve the minutes as distributed. Jessie Williams seconded the motion. A vote was taken and the motion carried to approve both the October and December Downtown Business District Advisory Board Minutes as distributed.

Action Items

The Board considered a Recommendation for Reimbursement of a 2023 Façade Improvement Grant Match for 116 W. Commercial Street in that amount of \$10,000. Melissa Walker made a motion to approve the reimbursement in the amount of \$10,000. Brian Hash seconded. A vote was taken and the motion carried.

The Board considered a Recommendation for Reimbursement of a 2023 Façade Improvement Grant Match for 106 and 108 North Madison Avenue in that amount of \$7,679.50. Chris Walters made a motion to approve the reimbursement in the amount of \$7,679.50. Michelle Boyer seconded. A vote was taken and the motion carried.

The Board considered a Street Closure Policy for the Downtown Business District. The policy was distributed to the board for review. There was discussion. Brian Hash recommended a change be made to the language of the policy requiring that requests be made no less than 60 days prior to the proposed street closure, instead of the 45 days suggested. Melissa Walker made a motion that the board approve the street closure policy with the change to 60 days. Jessie Williams seconded the motion. A vote was taken and the motion carried.

Discussion Items

A form for a request of street closure was discussed. A proposed form will be presented at the next meeting for action.

Adjournment

There being no other business, Brian Hash made a motion that the meeting be adjourned. Steven Hite seconded. A vote was taken and the motion carried. The meeting adjourned at 9:58 am.



President Steve Hite

ATTEST



Executive Director Sarah Stewart

Date