

DOWNTOWN BUSINESS DISTRICT ADVISORY BOARD

Meeting Minutes of March 1, 2023

BE IT REMEMBERED that the Downtown Business District Advisory Board of the City of Lebanon met at 9:30 a.m. on March 1, 2023 at First State Community Bank. 101 W. Commercial St.

ROLL CALL, ATTENDANCE AND DECLARATION OF A QUORUM

Upon roll call, the following board members were present: Melody Allen, Michelle Boyer, Ed Brackett (9:50 a.m.), Steve Hite, Ginger Johnson, Melissa Walker, and Chris Walters. Absent: Gay Boston and Amy Dent.

A quorum was declared, and the meeting began at 9:35 a.m.

Minutes were taken by Downtown Business District Executive Director Cynthia Coffman.

APPROVAL OF MINUTES

Ginger Johnson moved and Chris Walters seconded that the Board approve the January 4, 2023, meeting minutes as presented. The motion carried unanimously.

Financial Report,

The Downtown Business District Fund report from the Lebanon Area Foundation was shared and briefly discussed.

ACTION ITEMS

Façade Grant Reimbursements

Jeff and Stacy Harrill, 112 W. Commercial St. – The DTBD Board approved a matching grant amount of \$15,000 on an estimated project total of \$30,491; the applicants' investment was \$15,491.

The Harrills submitted paid invoices and receipts totaling \$29,585.35. Melody Allen moved and Chris Walters seconded that the Harrills be reimbursed \$14,509.81. The motion passed unanimously.

Doug and Jina Richardson, 109 & 111 N. Madison St. – The Richardsons were awarded a façade grant of \$1,500 for exterior painting on the two storefronts; the project total based on bids was \$3,000.

The actual work performed on the front facades of the two buildings totaled \$1,500. Ginger Johnson moved and Melody Allen seconded that the Richardsons be reimbursed \$750. The motion passed unanimously.

Jim Kueny, 100 & 102 N. Jefferson St. – Mr. Kueny received a façade matching grant of \$4,620 on a project estimated to cost \$9,260. He submitted receipts totaling \$9,260 for the approved awning replacement.

Chris Walters moved and Melody Allen seconded that Mr. Kueny be reimbursed \$4,620. The motion was unanimously approved.

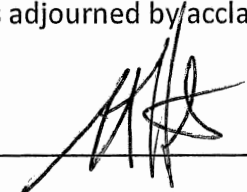
Increased Cost of Downtown Arches

Cynthia Coffman explained that change orders have resulted in a higher construction cost for the downtown arches. The City of Lebanon has requested that the Downtown Business District Board contribute an additional \$10,000 to the project.

Ginger Johnson moved that an additional \$10,000 be allocated for the Downtown Arch construction project. Ed Brackett seconded the motion which passed unanimously.

Adjournment

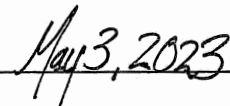
There being no other business, the meeting was adjourned by acclamation at 10:00 a.m.



President Steve Hite

ATTEST


Executive Director Cynthia Coffman



Date