

Minutes of Village of Lancaster Community Development Corporation

Meeting Date June 3rd, 2015

Attendees: Jim Allein, Matthew Walter, John Mikoley, Kimberly Stribing, John Chmarney,

Consultants: Bob Dimmig, Mark Aquino

Gallery: Bill Candale

John Mikoly made a motion to approve the previous minutes from May, Kim seconded and unanimously approved

Kim made a motion to approve the minutes from the special meeting on 5/13. John M seconded and unanimously approved.

Motion by Matt, Seconded by John C to approve the treasurer's report and pay the outstanding bills: checks # 2330-2336 totaling \$7,438.73. Unanimously approved.

Bob Dimmig gave an update to start the meeting on the RFP process. He felt we had good responses to the first 2 articles that were published recently. He followed up the mailed RFP's with a phone and/or email to everyone on the list. So far only 5 have said they can't commit for reasons outside our control and overall the reaction is positive. Bob gave a quick rundown of interested parties so far and felt there was no need for a big organization meeting based on the feedback he's received so far. The submission date for the RFP is July 13th, meaning we need to organize a group to analyze submissions soon. This group should represent various backgrounds to have as much diversity of opinion as possible.

Matt made a motion to approve 3 month contract through August 18th at \$1,000 per month. Kim seconded the motion and it was unanimously approved.

Mark gave an update on the M&T loan process and felt the papers should be signed very soon. The bank is treating this almost as a construction loan. We are hopeful that the project will get started in late June.

John Chmarney agreed to step into the role as Assistant Secretary as a lead up to the Organization Meeting June 8th at 6:45 with the Village Board.

Mark informed the board that Besch Mechanical was the lowest bid on the new HVAC unit that is needed. Matt made a motion to approve Besch as the winning bid. John Chmarney seconded and it was unanimously approved. Mark agreed that once the funding is in place for the roof project, he will notify them of the winning bid and schedule the installation.

Mark and Jim Allein gave updates on potential new tenants. The Body and Soul Transformation Center is interested in building out the space created next to Save-A-Lot after the demo. It would require extensive remodeling and it was felt that major concessions would need to be made to make this deal happen. Discussion ensued regarding using free rent as part of the negotiation along with making the initial lease and any additional options tied into the same time frame as Save-A-Lot's lease. The goal is \$750 month rent (equal to \$2.25 per square foot) with a \$100 per month raise every year thru year 5. Additionally, a 3 year option with locked in rate could extend the lease with approval from both parties. With those guidelines, Kim made a motion giving Mark the ability to negotiate a lease with Body and Soul Transformation Center. John Mikoly seconded and it was unanimously approved.

Ebenezer has contacted our insurance company questioning our coverage. We have still not been officially served and Mark will treat this as "Hands Off" until we are.

Mark will present the budget at the July meeting after the M&T loan is approved and those payments can be figured into the equation

Since meeting with LIRO 6 weeks ago, nothing has happened. There is concern that the new wall that was built is done correctly. Jim will call the building inspector to check it out. It was also suggested that Matt Murphy paint the wall to help match it to the rest of the building.

The Façade Grant program is coming along and the Village is organizing a meeting. This is a 50-50 match grant with the local owner needing to come up with half of the funds. Ultimately, we act as a pass thru on this program and it is spearheaded by the Village.

Jim informed the board that Paul Lists has agreed to join us as a CDC Board Member.

The meeting closed at 8:45am with a Motion from Matt and seconded by John C.

Respectfully submitted,

Matthew J Walter