

**MINUTES**  
**ECONOMIC PLANNING & DEVELOPMENT COMMITTEE MEETING**  
**AUGUST 7, 2023, 6PM**  
**CITY HALL - COUNCIL CHAMBERS**  
**5 E. BUTLER ROAD**  
**1<sup>st</sup> COMMITTEE MEETING**

Committee Members present: Taft Matney (Chair), Jason Kraeling, Diane Kuzniar  
Others present: Community Development Director J.R. Charles and City Administrator Seth Duncan

**1. Call to Order-** Chairman Matney

**2. Public Comment-** None

**3. Reading and Approval of Minutes**

a. Economic Development Committee Minutes July 3, 2023

**Motion:** Councilwoman Kuzniar made a motion to approve the minutes with Councilman Kraeling seconding.

**Vote:** The vote was unanimous (3-0).

**4. Reports or Communications from City Officers**

a. Community Development Director J.R. Charles

Mr. Charles reported programming revenue returned about 36% of the money that the City had expended. The BBQ competition is coming up September 15-16, 2023.

A ribbon cutting for the pedestrian bridge will be planned to coincide with the grand opening of some of Bridgeway's retail and restaurants.

Maverick Yards has submitted a reimbursement request.

The newest art installation for the public art trail will begin soon. The theme for this year is "Soaring Energy." A call for artists was sent out today.

Chairman Matney thanked the department for their help with Amp'd Up Fridays. He has heard nothing but compliments on how well the evenings went.

b. Capital Projects Update- Seth Duncan

Mr. Duncan reported CoTransCo has completed right-of-way acquisition, final

engineering, and has bid out the Jenkins St./Jenkins Court Streetscape project. Bids did come in within expectations, but were higher than previously projected. The City is working with the railroad and Duke Energy on this project.

Right-of-way acquisition along E. Butler Road has begun. Staff has been presented with the latest drawings and points of right-of-way conflict along City owned property. The largest point of potential conflict will be the loss of parking at Maverick Station due to lane widening. Staff is already reviewing potential contingencies to discuss with Council. The next step is for the company engaged in right-of-way acquisition to seek an appraisal and provide this information to the City.

**5. Unfinished Business-** There is no unfinished business.

**6. New Business**

a. MASC Grant Match for City Center Village Master Plan

The MASC offers a Hometown Economic Development Grant for economic development programs. As City Center Village evolves with the new developments, City staff would like to create an updated master plan for the development in partnership with a community development consulting firm. The MASC Grant will provide up to \$25,000 for economic development projects, and the application requires two things: a signed resolution by the City Council supporting the application, and a commitment to the grant match, which accounts for 15-percent of the requested grant (i.e. a \$25,000 grant requires a \$3,750 match.)

The Community Development Department has an existing line item for Special Projects that can supply the \$3,750 grant match.

**Motion:** Councilwoman Kuzniar made a motion to send this item to Council with Councilman Kraeling seconding.

**Vote:** The vote was unanimous (3-0).

**7. Public Comment-** None

**8. Committee Concerns-** None

**9. Adjournment-** Chairman Matney adjourned the meeting at 6:16 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk