

**Redevelopment Commission  
Meeting Minutes  
Wednesday, December 5, 2018  
Greenville, North Carolina**

**Present:**

- |   |   |                          |
|---|---|--------------------------|
| <input checked="" type="checkbox"/> Judy Wagner     | <input checked="" type="checkbox"/> Robert Howard | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Michele Connors | <input checked="" type="checkbox"/> Sharif Hatoum |                          |
| <input checked="" type="checkbox"/> Patricia Dunn   | <input type="checkbox"/> Alan Brock               |                          |

**Absent:**

- |  |  |                          |
|--|--|--------------------------|
| <input type="checkbox"/> Judy Wagner     | <input type="checkbox"/> Robert Howard         | <input type="checkbox"/> |
| <input type="checkbox"/> Michele Connors | <input type="checkbox"/> Sharif Hatoum         |                          |
| <input type="checkbox"/> Patricia Dunn   | <input checked="" type="checkbox"/> Alan Brock |                          |

**Staff:**

- |   |  |
|---|--|
| <input type="checkbox"/> Will Bell (City Council Liaison) | <input checked="" type="checkbox"/> Jared Stalling |
| <input type="checkbox"/> Kenneth Graves                   | <input checked="" type="checkbox"/> Betty Moseley  |
| <input type="checkbox"/> Donald Phillips                  | <input type="checkbox"/>                           |
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**I. Welcome**

**II. Roll Call**

**III. Approval of Meeting Minutes October 24, 2018**

Motion was made by Mr. Hatoum and seconded by Ms. Wagner to approve the meeting minutes from October 24, 2018 as presented. Motion carried unanimously.

**IV. Uptown Theatre Update**

Mr. Stalling gave apologies for Mr. Holton Wilkerson, Contractor for the Uptown theatre, as he will not be able to attend. Mr. Wilkerson has offered to have the commission members tour the Uptown Theatre and receive a live update on progress. The meeting is scheduled for December 12<sup>th</sup> at 9:30 am.

Mr. Hatoum requested an email with all the documentation for the theatre and the proposed timeline.

Ms. Dunn gave a recap of the original contract for purchase for the theatre.

Mr. Hatoum asked what the original proposed completion date was.

Ms. Dunn replied that the certificate of occupancy was supposed to have been March 31, 2018.

Ms. Dunn asked if the fine of \$100 per day was being assessed by the City.

Mr. Stalling replied that it was.

Mr. Howard asked what the amount of assessed fines was to date.

Mr. Stalling replied that he did not have that number with him, but he could get the information for the commission. The fines started July 29<sup>th</sup>.

Mr. Howard stated that he calculated \$12,900.

Mr. Stalling stated that upward of \$12,000 sounds correct, however, he will verify the numbers with Financial Services.

Mr. Hatoum stated for record that he is extremely disappointed in how things have been done and disappointed that Mr. Wilkerson has not come before the commission since the building has been conveyed to him. This is taxpayers' money going towards this project. There is a duty to come forward to give updates and explain why there are delays.

Mr. Howard asked if the meeting on Wednesday would be considered a public meeting.

Ms. Moseley replied yes, if there is a quorum and since they are conducting business, then it would be considered a public meeting.

## **V. Small Business Plan Competition Update**

Mr. Stalling stated that due to staff changes and guideline implementation changes the Small Business Plan Competition has been delayed. He proposed for the new submission deadline date be moved to January 21, 2019 at close of business. This would allow potential applicants time to complete their applications for submittal.

Mr. Hatoum asked what amount of funding was available.

Mr. Stalling replied \$60,000.

Ms. Connors asked if staff was requesting to delay the program a month.

Mr. Stalling replied that he was requesting to move the submission deadline from December 1<sup>st</sup> to January 21<sup>st</sup>.

Ms. Connors asked if any applications had been received yet.

Mr. Stalling replied that he had been fielding phone calls but has not received any applications yet.

Mr. Howard asked if the criteria had changed.

Mr. Stalling replied that the program was the same, staff was seeking permission to change the submission date stipulation for this year.

Mr. Howard asked if the criteria would be made available.

Mr. Stalling replied that all of the information regarding the small business plan was online. Everything that applicants will need to know for submitting an application will be available online.

Ms. Wagner asked if an informational meeting would be held for this round.

Mr. Stalling replied yes. Prior to the submission date there will be a public informational meeting.

Ms. Wagner asked if the \$60,000 was for two award periods or was it all for this round.

Mr. Stalling replied that the \$60,000 was for two award periods. There is \$30,000 for each round. Usually that is divided between two winners, so roughly \$15,000 each. That can vary.

Motion was made by Ms. Wagner and seconded by Mr. Hatoum to move the submission date for the Small Business Plan Competition to January 21, 2019. Motion carried unanimously.

## **VI. Appoint Members to the Small Business Plan Sub-committee**

Ms. Dunn asked how many people needed to be on the sub-committee.

Mr. Stalling replied three people.

Ms. Dunn asked for volunteers to serve on the sub-committee.

Mr. Hatoum stated that he had served on the sub-committee for two already, so he needed to wait a cycle before he could serve again.

Ms. Wagner volunteered to serve.

Mr. Howard volunteered to serve.

Ms. Connors volunteered to serve.

Mr. Hatoum stated that he would be happy to assist in any way.

Motion was made by Ms. Dunn and seconded by Mr. Hatoum to select Ms. Judy Wagner, Mr. Kevin Howard, and Ms. Michelle Connors to serve on the Small Business Plan sub-committee. Motion carried unanimously.

## **VII. Approval of 2019 Redevelopment Commission Meeting Schedule**

Mr. Stalling stated that there will be four dates in 2019: February, May, August, and November. On the first Tuesday of the month.

## **VIII. Public Comment**

No comments were received.

## **IX. Commission Comments**

No comments were received.

## **X. Adjourn**

Motion was made by Ms. Connors and seconded by Mr. Hatoum to adjourn the Redevelopment Commission meeting at 5:46 PM. Motion carried unanimously.

Respectfully submitted,

Signature on file

Jared Stalling,  
Economic Development Project Coordinator