

COMMUNITY DEVELOPMENT AUTHORITY

Tuesday November 12, 2024

6:30 p.m. – COUNCIL CHAMBERS

Present: Shawna Bratlie; Bob Schooley; Sarah Peters and Mike Hobbs

Absent: Joe Wilhelm and Chris Buchanan

Also Present: Renee Losievski, Clerk; Dale Nichols, Mayor;

Meeting was called to order by President Shawna Bratlie at 6:30 p.m. Motion by Bob S. to approve the minutes of the September 12, 2024 meeting. Second by Sarah P. Motion carried.

Conflict of interest was identified by Mike H. in regards to the brochure/rack cards. He will abstain if any voting should occur.

Mike Hobbs passed out updated Rack Card samples. Discussion was had about adding the Riverside Park event that is being planned for September 2025, as well as Empty Bowls, PAFA and PACT. Mike asked that Renee reach out via email from the Clerk's office to local businesses about possible sponsorship, which will help pay for the printing of the cards and the purchasing of some new rack card holders. Mike will work on finalizing the cards with the new updates and changes and will email the final product to the Clerks office. Motion by Sarah P. to make those changes and move forward with the Brochure/Rack Card plan. Second by Bob S. Motion carried. Mike H. abstained.

Discussion was made about the WEDC Small Business Development Grant Program; Mike Hobbs submitted the application for the grant, there's a two-week review process and the outcome should be determined in around two months.

The Beautification Award program was discussed. Shannon is going to update the forms for nominations, and will be posting a write up in the Pittsville Record on November 21st and December 5th. Nominations will need to be turned back in by Thursday December 12th. The award will then be given out in January, a date for that will be decided by the City Council.

Mike H. Discussed the WEDC Vibrant Spaces Grant Application. This Grant is a 1:1 match for \$25,000.00-\$50,000.00. It must be a preexisting project that has been discussed in the past, with public access and must be usable throughout the entire year. Andy from Pittsville Family Foods has asked the city if they have any interest in purchasing the parking lot that he owns by his store. They recommend the purchase of the parking lot be moved to the City Council for discussion. Mike H. is willing to apply for this grant, the deadline to apply is December 9, 2024.

The attached Administrator's report was presented by Renee and discussed. Everything is going well; no new loans have been applied for. There are two outstanding CDA loans. Paulies Diner has made a payment with Paulie requesting the entire payment be put towards the principal of the loan. Pittsville Family Foods has not yet made a payment on their loan. The probate case for Susan D. has not yet been settled, we are keeping an eye on that. Future Agenda items will be, updates on WEDC Small Business Development Grant Program.

Motion by Mike H. to adjourn. Second by Sarah P. Motion carried and the meeting was adjourned.

Submitted by,
Shannon Millard
CDA Administrator