



**Danville Redevelopment Commission  
August 9, 2023  
5:30 PM**

**AGENDA**

- I. Call to Order**
  - Pledge of Allegiance
  - Establish Quorum
  - Approve Minutes
- II. Old Business: None**
- III. New Business:**
  - 2024 Budget Request
  - Electronic Meeting Policy
- IV. Items for Discussion:**
  - 195 East Main Street – Update
- V. Report of Officers, Committees and Staff**
- VI. Adjourn**

**Next Meeting:**

**September 13, 2022**

## **REDEVELOPMENT COMMISSION BRIEFING August 9, 2023**

### **2024 Budget Request**

Included in your packet is a copy of the East Main Corridor TIF Fund and the Downtown Main #1 Allocation reports for your use. The Commission must determine if and what the budget request will be for 2024. This will be on the Council agenda August 16, 2023, for presentation. Action is necessary.

### **Electronic Meeting Policy**

Included in this packet is the electronic meeting policy that was drafted for the RDC. This will require a vote for acceptance and signature.

### **195 East Main Street**

This item is on the agenda to update you on the status of vacancy at the above location.

# **DANVILLE REDEVELOPMENT COMMISSION MINUTES**

**June 15<sup>th</sup>, 2023**

**5:30 PM**

Members Present: Ben Comer, Tracey Shafer, Greg Vanlaere, Brad Legan, David Glover  
Members Absent: Ellen Wilborn  
Staff Present: Lesa Ternet, Tasha Hensley  
Guests: Linda Monk, Michael Cupp

A quorum was established, and the meeting was called to order by B. Comer.

G. Vanlaere made a motion to approve the May 10<sup>th</sup>, 2023, minutes. D. Glover seconded the motion. Motion carried 4-0.

**Old Business:** None

**New Business:**

- **RDC Key Dates and Annual Requirements- June 15: Redevelopment Commission Determination of Excess Incremental Assessed Value Pass-Through for the Upcoming Year.**

L. Ternet wanted to ensure the commission received a signed copy of the letter and to let them know that the letter has been sent out. T. Shafer asked to discuss how the determination for the pass-through is made. L. Ternet stated that legal counsel stated that there is a requirement that the RDC should hold a public meeting to go over the budget and look at future projects. L. Ternet stated she felt August would be an appropriate time for that meeting. T. Shafer stated it may be better to wait until the budget has been prepared for 2024.

- **195 East Main Street – Quotes for Demolition of Structure**

L. Ternet provided 2 quotes for the demolition of the property at 195 East Main Street. It was discussed there is one (1) current lease that is on a month-to-month basis. G. Vanlaere asked if this demo would affect traffic. L. Ternet stated access to the site would come off of Marion Street and through the vacant lot to the west and should not impact traffic. B. Comer stated that after proper notice was given to the tenant this project should start in the fall. L. Ternet stated that one of the contractors said this demo would take about a week to complete. D. Glover made a motion to proceed with Swanson for demo. B. Comer seconded the motion. Motion carried 4-0

**Items for Discussion:**

- **Wastewater Extension – County Road 75 South and County Road 150 East**

B. Comer stated that he and L. Ternet met with Banning Engineering and it was determined that there is an existing 10” sewer line that needs to be upgraded to a 21” sewer line. B. Comer stated that the Commission can create a new Economic Development Area (EDA) and TIFF part of it to generate the funds needed, and contribute towards widening the roadway at 200 E. B. Comer stated that if the commission decides to go this route, they would need to pitch the idea to the Town Council to ensure they are onboard with this project. L. Ternet stated that there could also be grant opportunities.

**Report of Officers, Committees, and Staff:**

B. Comer stated that the Chamber is putting together an Economic Development Committee and invited him to chair the committee. The committee decided B. Comer should be added to that committee.

M. Cupp made a public comment stating he is excited about the alleyway project and stated that he is working towards getting the back of The Garage looking better.

There being no further business, the meeting was adjourned at 6:00 PM.

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Ben Comer, President

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Ellen Wilborn, Secretary

**Budget Report**

**For Fiscal: 2023 Period Ending: 07/31/2023**

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 4451 - EAST MAIN CORR TIF FUND</b>						
Revenue						
	0.00	0.00	0.00	332,993.19	332,993.19	0.00%
Revenue Total:	0.00	0.00	0.00	332,993.19	332,993.19	0.00%
Expense						
500 - NON-DEPARTMENTAL- GE	0.00	0.00	0.00	5,616.75	-5,616.75	0.00%
Expense Total:	0.00	0.00	0.00	5,616.75	-5,616.75	0.00%
Fund: 4451 - EAST MAIN CORR TIF FUND Surplus (Deficit):	0.00	0.00	0.00	327,376.44	327,376.44	0.00%
Report Surplus (Deficit):	0.00	0.00	0.00	327,562.33	327,562.33	0.00%

## Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 4445 - DOWNTWN MAIN #1 ALLOCATIO						
Revenue						
	0.00	0.00	0.00	185.89	185.89	0.00%
Revenue Total:	0.00	0.00	0.00	185.89	185.89	0.00%
Fund: 4445 - DOWNTWN MAIN #1 ALLOCATIO Total:	0.00	0.00	0.00	185.89	185.89	0.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
4445 - DOWNTWN MAIN #1 ALLO	0.00	0.00	0.00	185.89	185.89
4451 - EAST MAIN CORR TIF FUNC	0.00	0.00	0.00	327,376.44	327,376.44
Report Surplus (Deficit):	0.00	0.00	0.00	327,562.33	327,562.33

## **Danville Redevelopment Commission Electronic Meeting Policy**

Members of a Redevelopment Commission or a Board of Directors of a Redevelopment Authority are permitted to participate in a meeting by electronic means under specified conditions, including the following:

A member may participate in a Meeting by any electronic means of communication that 1) allows all participating members to simultaneously communicate with each other, and 2) other than a Meeting that is an executive session, allows the public to simultaneously attend and observe the Meeting.

A member who participates in a Meeting by an electronic means of communication shall be considered present for the purposes of establishing a quorum and may participate in any final action taken at the Meeting only if the member can be seen and heard.

A technological failure does not prevent the Redevelopment Commission from conducting a Meeting or affect the validity of actions taken if the sum of the members physically present at the Meeting and the members participating by electronic communication without technological failure satisfy the quorum and (if final action is taken) the applicable voting requirements.

All votes taken during a Meeting conducted under the Electronic Meeting Policy must be taken by roll call vote.

At least 50% of the members must be physically present at each Meeting.

A member may not attend more than four (4) Redevelopment Commission Meetings in a calendar year by means of electronic communication unless such participation is due to military service, illness or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.

A member may attend two consecutive Meetings by electronic communication and shall physically attend at least one Meeting between each set of two Meetings that he or she attends by electronic communication unless the absence is due to military service, illness, or other medical condition, death of a relative, or an emergency involving actual or threatened injury to persons or property.



A member who plans to attend a Meeting by any electronic means of communication must notify the Redevelopment Commission President at least seven (7) days before the Meeting so that arrangements may be made for such participation.

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Ben Comer, President

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Ellen Wilborn, Secretary