

**Woodburn Redevelopment Commission**  
**Meeting Minutes**  
**July 23, 2015**

Meeting was called to order by Chris Haddox at 7:00 PM.

**PRESENT:** City Council Representative Mayor Marti Shamberger, City Manager Jeff Mikorski, Chair Chris Haddox, Vice Chair Kerry Lilly, Secretary Nikki Byrne-Hoffman, Commission members Tim Mashburn, Bonnie Witmyer, Mary Angel Blount. Mark Furfari was not able to attend.

**APPROVAL OF THE MINUTES:** Minutes were approved as submitted by affirmation.

**CORRESPONDENCE/ITEMS NOT ON AGENDA:** None.

**UNFINISHED BUSINESS:**

**Property Upkeep Update-** Property energy costs were discussed. Last year's costs were around \$12,000/yr for utilities only. The City Manager is looking into an HVAC update. A State DOE audit could be conducted through Constellation or others. Ken Means, an HVAC expert at WVU in Mechanical Engineering might be approached regarding this.

Utilities were marked for the guardrail installation on Charles Ave. A water line in this location may prevent installation of a barrier that requires digging. Other options, such as large rocks or heavy pylons, will be investigated.

The elevator quotes are still being acquired. The previous quote was from Krupp in Charleston. Kerry said Shindler was the company that did Wesley Methodist. Mark Furfari was also going to look into other company quotes, but was not present to give an update.

**Update of Leasing/Marketing/Website-** The PopShop lease is being renegotiated and submitted to Council for reading next month.

Events stemming from the Shark Tank discussion will include Business After Hours and Community Outreach events. Brian Helmick from Spellman Thomas may be able to help with business-related issues in the \$3000 range, which is what we have available to spend for these type of services.

Renegotiation of the BOE contract was discussed as a possible option for freeing up funds to use for capital improvements to the main building and other property upkeep issues. Chris will touch base with David Satterfield, who had first brought this up at the Shark Tank discussions.

**July First Fridays Event-** The 4<sup>th</sup> of July cookout was a good time. There were about 30-40 people who came.

**NEW BUSINESS and DISCUSSION:**

**First Fridays August/September/October-** August is the BOPARC Movie in the Park night with "Alexander and the Terrible, No Good, Very Bad Day". A potluck and neighborhood jam will

be held starting at 6 PM in the WAC. The movie will begin at dusk at the playground. September, Rob Shipley and his band have asked to perform. October, Randy and Daria Jones have been asked to play.

**Discussion-** The Letter to City Manager Jeff Mikorski regarding Commission concerns over timelines for completion of tasks was discussed. Commission members have asked to be able to take some of the burden off of the City Manager to allow for more timely responses regarding property upkeep and other issues. Jeff stated that a neighborhood resource grant writer will be hired to help with some of the difficulties in timely application for grant monies through the City. Lack of personnel has contributed to the turnaround time.

Possible avenues of grant funding and donations were discussed. McQuain application is usually due in October. Hott Brown money is usually available through Huntington Bank. The application is available there, and usually \$3000-4000 is available for projects. Benedum monies are available, and usually focus on an economic impact. Green Space Coalition is a group that may be able to help with the picnic shelter drainage issue.

The Tree Board will be contacted regarding the Tree Report.

**ADJOURNMENT:** Kerry Lilly made the motion to adjourn. Bonnie Witmyer seconded the motion. The meeting adjourned at 8:41 PM.