

ECONOMIC DEVELOPMENT COMMITTEE  
City of Germantown  
February 16, 2023  
Meeting Minutes

MEMBERS PRESENT: Heidi Grant, Tom Winning, Mark Heistand, Mike Kuhn

ALSO PRESENT: Will Parsons, Community Relations Manager; Pat Higgins, Economic Development and City Grant Writer; Keith Brane, Planning Consultant; Andy Dickerson, NIC

**The meeting was called to order by Tom W at 9:01 am**

**Approval of the minutes**

Tom W motioned to approve the minutes from the January meeting, this motion was unanimously approved.

**Outline of National Inspection Corporation (NIC) Duties and Procedures**

Pat H opened the meeting highlighting the fact that there are some new businesses opening/looking to open in Germantown. She then introduced Andy D, of NIC, who attended the meeting to explain to the ED Committee the process in regard to paperwork and permits new businesses must complete. He also briefly explained NIC's roll as building department for the City of Germantown. One fact highlighted was that the building code used in Germantown is from the State of Ohio and is based on international code.

**Update on DORA**

Will P gave an update on the current state of the proposed DORA in Downtown Germantown. The application has been submitted by the office of the City Manager, on behalf of the DORA Creation Committee. Based on guidelines set by the State, notice of this application was placed in the local paper. Notice will be placed again during the month of March. The City Council will vote on whether or not to approve the creation of the DORA through a resolution. This vote will occur at the April City Council meeting.

**Update on newsletter**

Will P gave an update on the new, quarterly city newsletter. This first edition will go out on April 1 and cover the Spring quarter (April through June). A majority of the articles have been written at this time, though there are a few items still outstanding. The 8-page, quarterly newsletter will be submitted to the print and design team on March 1, and is right on track. Germantown will be working with Daubenmire Printing Innovations for the design and printing of the newsletter.

**Update on Downtown Redevelopment Plan (DRP)**

Pat H gave the update on the DRP. The previous Wednesday, 4 firms were interviewed as candidates to be contractors on the plan. After much conversation, 1 firm was selected to pursue a contract with, though nothing has been decided as of yet. Pat H informed the committee that the contract would be reviewed by the Landbank and hopefully brought to City Council for the March meeting.

Pat H then brought up the idea of creating a subcommittee consisting of both Economic Development members and outside individuals to be a steering committee for the consultants. The committee thought this was a good idea and began brainstorming potential individuals to nominate for the group.

#### **CRA Update**

Will P updated the ED Committee on the status of the CRA. The last bit of paperwork has been signed, and now the City of Germantown may enter into CRA agreements with residents/business owners in the Historic Downtown area.

#### **Special Acknowledgement**

Pat H thanked Heidi G for her help in updating the Germantown business list.

#### **Closing Remarks**

Mike K informed the Committee that the City of Germantown is considering the purchase of property in Downtown Germantown.

**Tom W called for a motion to adjourn the meeting, which was approved at 10:40 am**