

## ECONOMIC DEVELOPMENT COMMITTEE

January 18, 2018

PRESENT: Mike Kuhn, Mark Heistand, Jeff Fannin and Tom Winning

ABSENT: Lynn Koogle

ALSO PRESENT: Pat Higgins, City Grant Writer

### MINUTES:

Mr. Fannin motioned to approve the November 16, 2017 minutes.

VOICE VOTE ON ABOVE MOTION. Mr. Heistand abstained. MOTION CARRIED.

### BUSINESS:

Mr. Winning began the discussion by asking if staff had some goals in mind. Pat Higgins indicated she and Judy discussed the 2018 potential goals as follows:

- Three informational meetings for the business community will be held. At the last meeting, it was agreed to have a program in February, June and October.
- Business visits to determine needs
- Business brochure/checklist.

Each goal was discussed by the committee.

Informational meeting for the February meeting, Pat indicated she has been in contact with Lamees Mubaslat, Director of Dayton Regional Green office of Montgomery County. Lamees would present a program on the value of energy audits, cost of audits and opportunities for free or reduced audits. The program could also have representatives from Vectren and DP&L present to highlight rebate programs. Lamees indicated she would prefer an 8:00am timeframe. The committee discussed the best time for a meeting and agreed to try a morning meeting at the Germantown Senior Center, if available. Light refreshments would be served.

Business Visits – Pat indicated she would continue to do business visits and reach out to businesses who might need assistance.

Business brochure/checklist – Pat explained this brochure/checklist would help business owners to understand the zoning and building permit requirements when opening a business, renovating a store space or building new. Mike asked if it would include Certificate of Occupancy requirements and Pat said the checklist will include information on certificates of occupancy. Mike discussed how his family often tells potential renters to go to the city and discuss their business ideas before they sign the lease. All felt a meeting with the business owners to explain the zoning and building process would be helpful before they start. The committee discussed they were in favor of the brochure/checklist to help all businesses, large franchise stores such as CVS and the 'Mom and Pop' owner who is opening a business for the first time. The checklist would be part of the customer service we offer to assist businesses to understand the city's role, NIC's role and the owner's responsibilities.

A discussion continued regarding the business meeting and a concern regarding the topic "energy audits" might not attract much interest. Ideas regarding additional topics included: Fiver Rivers



Metroparks, a community update on programs, projects, etc. The committee agreed to keep the topic energy audit but word it differently.

Pat indicated she reached out to Eric Sauer, Planner for Five Rivers Metroparks to determine where they are with their planning development and possible timeline. Jeff wondered if the city should reach out to see if we could partner with the metroparks on an activity that would bring business to downtown.

The next meeting is scheduled for Thursday, February 15, 2018

ADJOURNMENT

Mr. Winning made a motion to adjourn the meeting at 10:35 am

Respectfully Submitted.

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Kelli R. Sanders-Novak  
Clerk of Council