



Willard Community Improvement Corporation



Meeting Minutes

January 12, 2023

3:15 PM

Willard Council Chambers

Attending: Ricky Branham, Courtney Carnahan, Joseph Daniel, Bryson Hamons, Lori Huff, Jacob McKenzie, James Pomerich, Diana Speller, and CIC Administrator Carol Knapp.

Excused: Jack Kousma

President Joe Daniel called the meeting to order. A quorum was established.

November 2, 2022, Meeting Minutes Approval

- Board members were provided minutes prior to the meeting.
- Motion to approve by Lori, seconded by Courtney, and passed.

Financial Report

- Board members were provided with Statement of Cash Flows (January – December 31, 2022) and Statement of Financial Position as of January 6, 2023 prior to the meeting.
- Motion to accept financial report by James, seconded by Lori, and passed.

OLD BUSINESS

Policies & Procedures

Directors were provided with copies of Policies for "Board Member Selection & Approval Process", "Financial Policies & Procedures" and "Administrator Responsibilities" along with "Staggered Board Terms" prior to the meeting.

Ricky made a motion to approve the policies as presented, seconded by Courtney, and passed.

Vision Discussion – continued

Gateway Signage

- Directors were provided sample Gateway signage previously presented at November meeting prior to the meeting.
- Sample "A" appeared to be the favored starting point – with perhaps larger bricks and maybe "established date"
- Courtney shared that the school's leadership kids, art students, and computer graphics students are interested in being involved in the process. It is on their list of project options that they are reviewing.
- Pioneer Career & Technology Center (PCTC) Graphic Arts Department may be interested in being involved as well. Carol was asked to check with them to determine interest.
- Chamber directors have indicated that they would like to be involved.
- It was agreed that community input should be solicited; however, it should not be a contest.
- Signage at entrances do not have to be identical; however, they need to be consistent.
- Sign locations were discussed. It was determined that Route 224 should be first priority. It would be good if signage on Route 99 could be installed prior to Dollar General new facility being built.
- Before a final decision could be made on design, cost estimates would be needed as this is a deciding factor. Bryson advised that the City could assist with installation which would reduce cost. The City would maintain the signs. Ownership doesn't need to be a factor.
- Property owner permission to install new signs would be needed. It was recommended that this be in writing (memorandum of understanding) so that future City officials and CIC boards would have a recording of what transpired.

Myrtle Avenue Demolition Properties (5, 7, 9 and 11) Update

- James advised that the properties were out for demolition bid which are due January 20. The Land Bank bid all properties as one bid. There were six bidders. Three of the properties would come to the City once demolition is complete. The other property is owned by a private individual.

Veteran's Memorial Park

- There is presently a Veteran's Memorial at the cemetery. Is the purpose of this project to replace the memorial or improve it? Who is the Memorial Park for – the citizens or visitors?
- Mercy Health's new CEO is aware of the project. Mercy has offered space on their campus for the Memorial along with design assistance. The proximity of the Willows is advantageous.
- Downtown Willard is a preferred location. It was noted that parking lots take a lot of money to construct, and it would be an advantage to "piggyback" off existing parking lots.
- The old bank/ice cream store would be a good location. Bryson advised that he and Carol are planning to meet with the property owner.
- It was suggested that the Veterans' Memorial Park become a subcommittee of the CIC.
 - Bryson made a motion to designate the Veterans' Memorial Park Committee" a subcommittee of the CIC, seconded by Diana and passed.
 - Carol was asked to "advertise" for Committee members.
 - CIC directors interested in participating along with other suggested members:

▪ Courtney	▪ Bryson
▪ Jacob	▪ Veterans
▪ Diana	▪ Jim Ludban

ANEW (Active Neighbors Enhancing Willard) Update

ANEW sponsored the "Merry & Bright Christmas Light" contest with three participants. All three received yard signs and gift certificates. Hopefully, the contest will continue to grow. It was something appreciated by citizens in the past.

NEW BUSINESS

Willard Dog Park Update

- Kim Williams has scheduled a meeting for 5:00 PM on Tuesday, January 17 at the Depot for people interested in being involved in the dog park project.
- Goods in the Woods generated \$2,500 towards the dog park. A Nature Works grant has been received. Kim and Carol are working on another grant.
- The Nature Works grant needs to be utilized before June 2024. Work is anticipated to start in 2023.
- Present fencing will be replaced. Some of the work can be done by the City to reduce cost.

OTHER

Willard Food Bank – the Food Bank's present location on Myrtle Avenue has been sold. They have been searching for a new location. It looks like they are going to the Christian Alliance Church.

Pool – Courtney would like to add a retractable lid/indoor pool to the wish list.

New Businesses


- Danny Rae's is doing well.
- An air-soft business is going in at Blossom Centre.
- A tax company is also going in at Blossom Centre.
- Dunkin has indicated that they plan to start moving on their plans in Willard this spring.

Adjourn

James made a motion to adjourn, seconded by Jacob, and passed. Meeting adjourned at 4:15 PM.

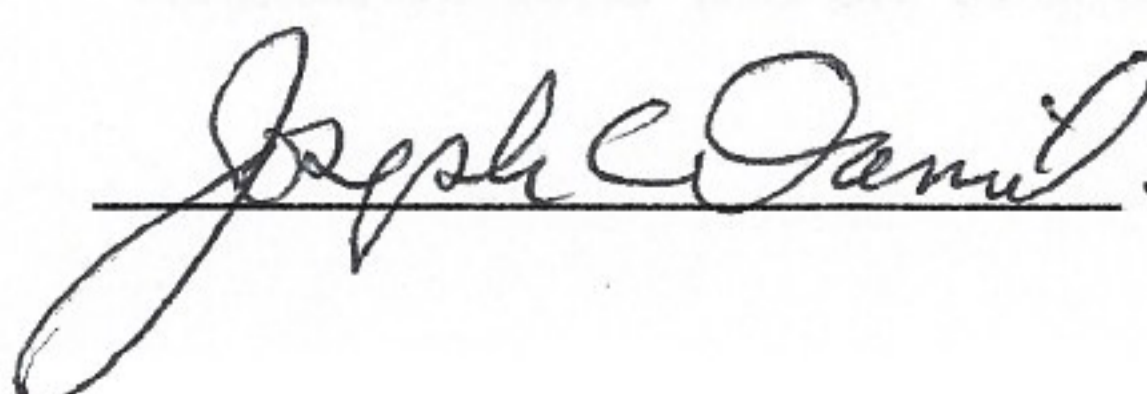
The next meeting of the Willard Community Improvement Corporation will be held on Thursday, March 16, 2023, at 3:15 PM in Council Chambers.

Respectfully submitted,



Carol A. Knapp, EDFP
Community Development Director/CIC Administrator

Approved by Board of Directors on 3-16-2023



Joseph Daniel, President