

**MINUTES – SPECIAL MEETING  
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
THURSDAY, OCTOBER 24, 2013 - 8:00 AM  
JORDAN ROOM, MATTHEWS TOWN HALL**

**PRESENT:** Chairman Paul Jamison; Vice Chairman Tim Jones; Members Mark Harrison, Roger Martin, Bev Martin, Crystal Provance, Steve Thomson, Commissioner John Urban (appointed member), Assistant Town Manager Jamie Justice; Senior Planner Jay Camp; Town Clerk Lori Canapinno

**ABSENT:** Members Paul Babinski, Greg Klein, Jerry McGuire, Tina Whitley

**CALL TO ORDER**

Chairman Jamison called the meeting to order at 8:05 am and declared a quorum.

**NEW BUSINESS**

Two façade grant applications have been submitted. The most recent grant for 157 South Trade Street was approved but was never fulfilled because the business owner decided to focus his attention on other needs. Since those funds were not used it means there is still \$7,500 earmarked for façade grants. A request to the Town Board for additional funding could be made if necessary for additional applicants in the latter part of the fiscal year.

There was some discussion about the application for the Reid House at 134 W. John Street since it has received Town funds in the past. Chairman Jamison suggested reviewing that in the future since there is currently no limitation of that nature in the regulations. He also said the Reid House doesn't offer as much economic benefit to the town as a whole as some other applicants. Mr. Justice noted the façade grant is intended to preserve structures and prevent blight. It encourages private investment and good design and maintenance is eligible for funding.

He noted EDAC has discretion but the purpose is to encourage private investment through the renovation of facades in downtown Matthews – to encourage good design and preserve the architectural character that is unique to Matthews. The enabling statute refers to the restoration or preservation of older neighborhoods or properties or the preservation of blight. If EDAC wants to see the façade grants tied more closely to private business investment in the town then the Town Attorney would have to be consulted to see if such a restriction was possible within the boundary of the enabling statute.

Ms. Provance said it is a plus for the town if business owners or nonprofits like the Reid House can be encouraged to maintain their structures. Chairman Jamison agreed but said he still felt that businesses that receive(d) Town funds through other avenues should not be eligible for façade grants. There was some discussion of past Reid House funding. Mr. Justice explained they do not receive annual operational funding but they did receive some tourism funds in the past to help with the restoration of the building. The Reid House is a nonprofit organization that acts as an event facility and should not to be confused with the Heritage Museum, which is a Historical Foundation project that does receive annual operating funds and renovation funds from the Town. Ms. Provance pointed out that the Reid House, like any private business, will have to put up its own funds to do the work and get any grant. Mr. Justice said the grant regulations don't require an exact match percentage – in theory an applicant could request funds and not put up any of their own money, but the intent is for the applicant to put something up. Language requiring the applicant to put up specified funds of their own could be added in if the Committee would like to do so.

Mr. Urban asked if a private residence could apply under the current regulations. Mr. Camp said technically yes but that it's not the intent of the program to offer grants for private residences that are not really visible. That's another issue that needs to be discussed more. Mr. Justice said the original intent of the new program was to write in flexibility in case it was needed. Now that some time has gone by perhaps some additional guidelines need to be added. Staff will draft some language and bring it to EDAC for review at the November meeting.

**APPROVED 11/21/2013**

**FAÇADE GRANT APPLICATION – 134 WEST JOHN STREET; NANCY REID HOUSE**

Mr. Camp explained the total projected cost is \$20,500 and the request is for a grant in the amount of \$5,000. The possibility of the grant money prompted the applicants to spend more money/do more work than would ordinarily be planned in a single year. The application documents include some very rough estimates, so Mr. Camp recommended that if their final receipts fell under \$20,000 in total then the grant should drop to \$3,500 as per the grant application guidelines.

Mr. Urban said EDAC and the Board should be cognizant of the town funds issue. Tourism funds and façade grants could both be applied for by certain applicants. It makes sense to be sure that one applicant can't get funding from multiple Town sources without close scrutiny. It's also possible that tourism funds could cover certain maintenance issues, which would then free up façade grant funds for other projects. He said that needs to be fleshed out more fully. Mr. Camp noted the façade grant guidelines already include a three year waiting period for applications for the same property but perhaps some additional verbiage could be added regarding the receipt of multiple-sourced Town funds. Vice Chairman Jones noted that the Reid House serves the community and business is done there. It is historically significant and does benefit the town.

Motion by Mr. Martin to recommend approval of the façade grant application in the amount of \$5,000 if the total qualifying receipts amount to \$20,000 or more and a grant in the amount of \$3,500 if those receipts fall below \$20,000, subject to receipt of all paid qualifying invoices and proof of payment. Seconded by Ms. Provance and unanimously approved.

**FAÇADE GRANT APPLICATION – 316 EAST MATTHEWS STREET; FUNDERBURK-PLAXCO HOUSE**

Mr. Camp explained the total projected cost for this property's work is \$5,848 and the request is for a grant in the amount of \$2,500. The application meets all criteria. The paint work would have been done no matter what but the owner learned about the façade grants and decided to apply. This is a historic property and the new owner is spending several hundred thousand dollars to purchase and renovate the property while maintaining its historic value. The owner will run his CPA firm out of the building.

Mr. Martin noted the quote does not mention proper preparation of the brick work prior to painting. Mr. Justice said that can be clarified with the owner and contractor and ensure that work is included.

Motion by Vice Chairman Jones to recommend approval of the façade grant application in the amount of \$2,500, subject to receipt of all paid qualifying invoices and proof of payment. Seconded by Mr. Martin and unanimously approved.

**ADJOURNMENT**

Motion to adjourn by Mr. Thomson. Seconded by Ms. Martin and unanimously approved. The meeting adjourned at 8:15 am.

Respectfully submitted,

Lori Canapinno  
Town Clerk