

Minutes of Meeting

Downtown Grant Review Board

Community Development/Community Services/Public Works Large Conference Room
303 West 4th Street North, Building 18, Suite 501
Newton, Iowa 50208

October 23, 2024

ROLL CALL: Board members present: Coyle, Chabot, Reinheimer, Terlouw

Board members absent: Poynter, Lawson, Terpstra

STAFF PRESENT: Erin Chambers, Community Development Director
Varsha Borde, City Planner

OTHERS PRESENT: Erin Yeager, Newton Main Street Executive Director

A quorum being present, the meeting was called to order at 9:00 AM by Chair Coyle

Minutes of the Previous Meeting. Minutes of the previous meeting for September 17, 2024 were reviewed and approved by VV (4-0). Motion by Chabot, Seconded by Reinheimer.

Downtown Improvement Grant:

211 1st Avenue West, Caldwell, Randy, Applicant. Staff reviewed the staff report for the proposed project at 211 1st Avenue West. The application is for proposed signage at the said location. Subject property is a non-contributing structure to the historic district.

Motion by Terlouw, seconded by Chabot to approve the grant of \$375.00 for 211 1st Avenue West, as proposed by staff for signage, provided a 1:1 match is met by the applicants. Approved (4-0).

209, 211 North 2nd Avenue West – Clements Law Firm and The Venue Space. Clements, Rusty, Applicant. Staff reviewed the staff report for the proposed project at 209 - 211 North 2nd Avenue West. The application is for proposed signage at both the units at the said location. Subject property is a non-contributing structure to the historic district. Staff pointed out that this property had previously received grants for façade rehabilitation.

The Board had discussion and decided to approve the maximum grants available for both the businesses. Motion by Chabot, seconded by Terlouw to approve the grant of a total of \$1500.00 for 209-211 N 2nd Avenue West, for signage, provided a 1:1 match is met by the applicants. Approved (4-0).

211 North 2nd Avenue West - The Venue Space. Clements, Rusty, Applicant. Staff reviewed the staff report for the proposed restaurant improvements at 211 North 2nd Avenue West. Subject property is a non-contributing structure to the historic district. After some discussion, the Board approved the items that were eligible for the grant. Motion by Reinheimer, seconded by Chabot to approve the grant of a total of \$3873.00 for 211 N 2nd Avenue West, for restaurant improvements, provided a 1:1 match is met by the applicants. Approved (4-0). The list of approved items is below.

Approved Restaurant Improvements (211 N 2nd Ave W)

Items Requested	Estimated cost each		Total cost	Match 1:1
Kitchen Sink	349.95	1	\$349.95	\$174.98
Refrigerator	2099.99	1	\$2,099.99	\$1,050.00
High Temp rack	3475.72	1	\$3,475.72	\$1,737.86
Steel sink	161.49	1	\$161.49	\$80.75
Ice machine	1439.09	1	\$1,439.09	\$719.55
Hood	\$220.97	1	\$220.97	\$110.49
			\$7,747.21	\$3,873.61

Discussion ensued on a new timing for future Board meetings. Formal discussion on the time change will be an action item for the next Board meeting. Terlouw mentioned that the Van Dee Inc shop opposite 306 1st Ave W. had paint ripped off and was vacant and that the property owner was not interested in renting it out.

There was discussion on the City's vacant property ordinance, the glass blowing shop, creating small incubator spaces.

Adjournment. Meeting adjourned at 9:39 AM. Motion by Chabot, seconded by Reinheimer. Approved (4-0).