

**City of St. Charles  
Economic Development Authority  
Regular Meeting  
Minutes  
December 6<sup>th</sup>, 2013**

- 1.** Meeting was called to order at 8:04am at City Hall by Dan Pearson. Present were: Pearson, Bill Spitzer, Bill DeBruyckere, Wayne Getz, EDA Coordinator Cris Gastner, and City Administrator Nick Koverman
- 2. Minutes:** The minutes from the November 1<sup>st</sup> meeting were discussed and approved
- 3. Financials:** The financials were discussed and approved
- 4. Business Items:**
  - a. Commercial Rehab Program Applications**  
Gastner presented the first commercial rehab program application. It was for NRB Metals, who are looking to put in a security fence and blacktop their parking lot. The estimates for each project were presented. With the cost of the improvements being well over \$20,000, the request was for the program maximum of \$10,000. The review committee had discussed the request and recommends approval. A motion was made by DeBruyckere and seconded by Getz for approval. All ayes, Motion carries.  
  
Gastner then presented the second request which was for Eric and Holly Davis who own two commercial buildings that they are making improvements to. The total cost of the two projects was \$23,125 so their request was for \$11,563. The review committee discussed the request, and recommends approval contingent on a letter from the bank financing the other 50% of the projects. A motion was made by Getz and seconded by Spitzer to approve the requests. DeBruyckere abstained from the vote. All ayes, motion carries.
  - b. SAC/WAC Fees**  
Koverman reviewed information regarding the number of new home building permits for the community since 1996. He is wondering if the EDA plans to request that the SAC/WAC fees for 2014. Consensus of the Board is for staff to research fees in neighboring and comparable communities to see where St. Charles ranks in terms of building permit fees and report back to the Board.

Meeting was adjourned.