



Industrial Development Board

August 12, 2025

6:00 PM

City Hall - Massie Chambers

Agenda:

Call to order by the Chairman.

Roll call by the Secretary.

Public Comments

Comments from the Board and Staff

Approval of minutes.

1. Approval of the July 8th, 2025, Regular scheduled meeting of the Industrial Development Board.

Old Business.

New Business.

2. Economic Development Staff: Request recommendation to add verbiage to the facade grant agreement at 132 S. Main Street, Goodlettsville, TN regarding the possibility of the sale of the property.
3. Economic Development Staff: Request recommendation to update the facade grant packet to add a provision regarding property owners who sale their property after receiving the facade grant.

Adjournment.

For more information regarding this agenda, please contact by email at:

awest@goodlettsville.gov

A government committed to operating with efficiency and integrity in all we do as we strive to enhance the quality of life for the community we serve.

105 S. Main Street – Goodlettsville, TN 37072 – 615-851-2200 – Fax 615-851-2212

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**MINUTES OF REGULAR MEETING
GOODLETTSVILLE INDUSTRIAL DEVELOPMENT BOARD**

Date: Tuesday, July 8, 2025
Time: Meeting was called to order at 6:01 PM by Chairman Josh Pierce
Place: 105 South Main Street, Goodlettsville, TN 37072

Board Members Present: Josh Pierce, Beth Deering, Brian Dudney, James Darden, Jeremy Jones.

Also, in attendance; City Manager, Tim Ellis, Economic Development Coordinator, Alex West.

Board Members Absent: Mark Allison, Danny Hawkins

Item #2 Roll call by the secretary:

The roll call was taken by Beth Deering with two absentees: Mark Allison and Danny Hawkins.

Item #3 Public Comments

There were no public comments.

Item #4 Approval of Minutes:

1. Approval of the April 8, 2025, regular meeting of the Industrial Development Board:

Chairman Pierce asked for any deletions or corrections to the meeting minutes. No corrections were recommended by the board.

Motion for Approval was made by Beth Deering with a second by Jeremy Jones. Motion carried with a 5-0 vote.

2. Approval of the May 29, 2025, special called meeting of the Industrial Development Board:

Chairman Pierce asked for any deletions or corrections to the meeting minutes. No corrections were recommended by the board.

Motion for Approval was made by James Darden with a second by Beth Deering. Motion carried with a 5-0 vote.

Item #5 Old Business:

No old business to discuss.

Item #6 New Business:

3. Appointment of the Chairman, Vice Chairman, and Secretary:

Motion was made by Beth Deering and second by James Darden to appoint Josh Pierce as Chairman. Vote carried 4-0 with Josh Pierce not voting.

Motion was made by Jeremy Jones and second by James Darden to appoint Beth Deering as Vice-Chairman. Vote carried 4-0 with Beth Deering not voting.

Motion was made by Jeremy Jones and second by Beth Deering to appoint James Darden as Secretary. Vote carried 4-0 with James Darden not voting.

Item #7 Adjournment:

Item

The meeting was adjourned at 6:14 PM by Chairman Josh Pierce.

All meetings begin at 6:00 P.M. and will be held at the Goodlettsville City Hall Massie Chambers located at 105 South Main Street, Goodlettsville; TN. A meeting can be called ad-hoc at any time.

Chairman

Recording Secretary

Program Guidelines

Award Reimbursement

Reimbursement shall be a 50/50 match of the total value of the improvements, with the maximum matching of \$25,000 per site. All necessary government approvals, building permits, and taxes are not eligible items for reimbursement. (Exempt city building permit fees in this case- higher level of tenant improvements possible).

Applications Timeline:

- ❖ **March 1** - Applications Due for **April Review**
- ❖ **June 1** - Applications Due for **July Review**
- ❖ **September 1** - Applications Due for **October Review**
- ❖ **December 1** - Applications Due for **January Review**

- ❖ **Quarterly Review Meetings** - Scores and deliberations considered by the Redevelopment Grant Review Committee

- ❖ **Approx. 1 Week following Review** - Awards announced and monies begin eligibility for disbursement

If property that received funding is sold within 3 years of completion and then demolished within those 3 years, the total award amount shall be reimbursed to the City of Goodlettsville. The sellers shall make it known to the buyers of this provision prior to closing on the property. Notification to the Economic Development staff shall be required in writing if the property is to be sold during the grant period or within the 3-year time frame after the grant is completed.

What if all funds are used during first quarterly meeting?

The Redevelopment Grant Committee reserves the right to refuse reimbursements in whole or in part for work that:

- **Does not conform to the proposals submitted with your application and approved by the Goodlettsville Industrial Development Board.**
- Are not commensurate with the workmanship and cost customary to the industry
- Are not completed within 180 days. Since the Façade Grant Committee cannot reserve funds indefinitely, a onetime extension of 180 days can be granted. After that, you will need to apply for consideration again. **All requests for extensions must be submitted in writing with an updated schedule of completion.**

Required Materials for Reimbursement

City Development Staff will inspect work to ensure that it complies with the approved plans. Upon completion please contact the Economic Development Coordinator at 615-851-2213 for an inspection. **Any changes to the approved project will require a written request from the applicant and approval by the Redevelopment Grant Committee in order to retain the grant.**

Receipt of funds can be expected in approximately **three (3) to six (6) weeks** after all of the following documentation has been submitted

- Proof of payment for all work to be reimbursed must be submitted. This can include cancelled checks, copies of bank statements or credit card statements showing the bill has been paid. These must equal at least the required matching amount plus the amount of the owner investment. The invoices must be marked paid, signed, and dated by the contractors. **Cash payments are not accepted.**
- **Color photographs of completed project.**
- **Grantee is responsible for obtaining any permits required to complete the project. Cost of permitting cannot be part of the grant funding. Copies of the approved permits must be submitted prior to reimbursement.**
- **Certificate of Occupancy or Completion from the office of the Building Official**

Records of all plans, and fund disbursements will be kept by the City's Economic Development Coordinator.