

Mt. Pulaski Economic Development and Planning Board

The mission of the Mt. Pulaski Economic Development and Planning Board is to improve the quality of life and create a shared prosperity in our community by retaining, sustaining, and enhancing existing businesses and community organizations, attracting and developing new businesses, and improving and upgrading infrastructure.

Date: April 4th, 2020

Meeting Location: 391 1600th Ave, Mt. Pulaski, IL 62548

Meeting type: Business meeting

Meeting Minutes

1) Call to order

Tom Martin called to order the regular meeting of the Mt. Pulaski Economic Development and Planning Board at 9:05am on April 4th, 2020 at the Martin Agricultural Shop.

2) Roll call

Lorah Hoe conducted a roll call. The following persons were present: Tom Martin, Deron Powell, Jim Birge, Hillary Cherry, Andrew Meister, Jim Birge and Tyler White. Lorah Hoe (Administrative Aide). Matt Bobell (city council representative).

Guests: None

Absent: None

3) Introduction of guests

None

4) Approval of March 7th Minutes

Minutes of the March 7th meeting were presented by Lorah Hoe. **Deron Powell motioned to approve minutes, seconded by Jim Birge, all in favor, and motion passed.**

5) Treasurer's Report

Please see attached report. **Hillary Cherry motioned to approve the treasurer's report, seconded by Erin Wyss, all in favor, and motion passed.**

No bills to present at this time.

Old Business

6) Desired Outcomes

Project Updates

Retain, sustain, and enhance our existing businesses and community organizations

- Grant Update; The first quarter grant review has 7 business district applications turned in. The board discusses outstanding grant awards for the Business Association for the 2nd Friday's on the Square from 2018 for the events in 2019. The Hilltop Club also has a small amount outstanding from a previous grant awarded. According to the revised grant program all unspent funds will be returned to the business district account. Grants are to have a deadline to turn in receipts by. Once the project is complete, the uncollected grant funds are not to be collected by the business.

- 1) Business Association for \$870.00 for the creation of handouts to advertise different businesses/organizations/groups in town. The board wants to postpone until the marketing committee can meet with Business Association and create a coordinated effort and consistence message for Mt. Pulaski. **Andy Meister made a motion to table the application, 2nd by Tyler White, all in favor and motion passes.**
- 2) Business Association for \$1,000.00 for the maintenance of the 11 flower pots around the Square for 2020. **Deron Powell made a motion to allocate \$1,000.00 from the business district funds for the maintenance of the 11 flower pots around the Square for 2020, 2nd by Jim Birge, all in favor and motion passes.**
- 3) Business Association for \$1,789.00 for the repair/replacement of the Mt. Pulaski sign off of Route 121 on the Mileham property. **Tyler White made a motion to allocate \$1,789.00 from the business district funds for the repair/replacement of the Mt. Pulaski sign off of Route 121, 2nd by Erin Wyss, all in favor and motion passes.**
- 4) Bill and Judy Cavestani for \$34,000.00 for the replacement of their building's roof. The board discussed how much money has gone into the building within the last year for the Market On The Hill to open. They also discussed how they had helped pay for half of a roof in the past for another property owner on the square. Spending funds on the building raises the value of the building but this is not only a business but a home. **The board chose to decline this grant and asked Bill and Judy Cavestani to submit an additional bid for the project. The board also will inform Bill and Judy that they will not fund the full amount of the roof replacement.**
- 5) Debra May for \$5,000.00 for the repair of a window in the apartment above the Salt Creek Attic. The board discussed how the project would contribute to the beautification of the square but this project would need an additional bid before the board would continue discussion on it. **Hillary Cherry motioned to table to application, 2nd by Jim Birge, all approve and motion passes.**
- 6) Hilltop Club for \$4,527.90 for a new awning in front of the Hilltop Club on Cooke St. The Hilltop Club had applied for this project to be done previously

but needed an additional bid. This application included the additional bid needed. This is a community organization funded by members and is not a for profit business. **Tyler White made a motion to allocate \$4,527.90 from the business district fund for a new awning for the Hilltop Club building. Roll call vote: Tyler White-Yea, Jim Birge-Yea, Erin Wyss- Yea, Tom Martin-Yea, Deron Powell- Yea, Andy Meister-Abstain, and Hillary Cherry-Abstain. Motion Passes.**

7) The Old Brickyard for \$7,000.00 for COVID-19 working capital support. The board discussed how this grant application didn't fit our current grant program and would not approve it as is. **Jim Birge made a motion to deny grant application, 2nd by Deron Powell, all approve and motion passes.**

- Shopping Center Update; Project is on hold due to waiting on IDOT.
- Stahl's Buildings Update; Loui Stahl is still meeting with potential buyers for the building on the square.

Attract, and develop new business

- Community Grocery Store; Market On The Hill hopes to open in June. Coolers will be ordered soon and the flooring and shelving are almost completed. The store plans on opening up their website store sooner than expected. The opportunity for e-commerce will be a soft opening for the store and it will start out slow but greatly benefit local producers.
- Day Care Steering Committee; Gilbert Gandenburg has worked with the YMCA in Lincoln and is interested in joined our daycare steering committee.
- Food Hub Update; Executive Committee group is at around 20 members now. The project managers are Jeff Hake and Kyle Reed. They both will receive their first payments of \$416.16 each from the approved \$10,000.00 budget out of the community funds.
- Marketing Committee; Has been meeting with WAND to work out an advertising plan for our community.

Improve and upgrade infrastructure

- Town Square Revitalization; On Hold.
- Building Demolition Report; No report at this time.

New Business

Chairman's Report;

-**Rental space** for EDPB at the Courthouse Foundation Office will be \$3,250.00 from March to December 2020. The board discussed the possibility of using the second floor of the City Hall building but would need to make sure that it met the needs of the EDPB. The

space would have access from the street but it is not handicap accessible. The city would be responsible for remodeling the space as it is their building. In the meantime, the board will use the Courthouse Foundation Office. **Andy Meister made a motion to appropriate \$3,250.00 for rent of the Courthouse Foundation Office from March to December 2020 from the Community Fund, 2nd by Jim Birge, all in favor and motion passes.**

-Logan County Economic Development payment was discussed at the last city council meeting and no vote was taken. An alderman brought up the question of why would we pay Bill Thomas for his work whenever others in our community volunteer all of their efforts for free. The EDPB discussed how paying Bill Thomas is like paying a professional to help solve our problems. The cost would be considered a professional fee for a great resource. The City Council will need to take a vote on paying for this invoice of approximately \$3,000.00

-Discussion on economics; The Community fund can help businesses survive during this time. Whatever help the EDPB can give as this time is meant to act as a support until SBA loans are paid out. The EDPB will help businesses complete SBA forms when possible. The board discussed making COVID-19 relief grants to aide businesses. They discussed a budget of \$50,000 for businesses and up \$2,500.00 to cover working capital and loss of income for a single business available every 30 days. This could potentially help up to 15 or 20 businesses. **Tyler White made a motion to allocate \$50,000.00 for emergency relief fund for the month of April, 2nd by Jim Birge. Roll Call Vote: Tyler White-Yea, Jim Birge-Yea, Erin Wyss-Yea, Tom Martin-Yea, Deron Powell- Yea, Andy Meister-Yea, and Hillary Cherry-Yea.**

The board discussed what would be on the grant applications. A legal disclaimer, the ability to request supporting documents or additional information, asking if the business had applied for other aide, what was their working capital, and loss of income for the 30 time period. Lorah would create a rough draft today and send it out for review tomorrow. The board would have it available by April 6th and review the first applications by April 11th.

Budget Committee Presented a proposed budget for 2020/2021. Please see attached. The board discussed what the purpose of the budget was and what the role of the EDPB played in the spending of funds. The City Council and EDPB needed to be on the same page as far as planning of specific projects for city infrastructure. The board would look it over and give suggestions for changes and a new budget would be presented at the next meeting for each account.

8) Next Meeting May 2nd

Adjournment

Deron Powell made a motion to adjourn at 11:06am, seconded by Tyler White, all in favor and motion passed.