



Economic Development Board Minutes – April 12, 2017

Members Present: Tom Shoemaker, Darcy Johnson, Jan tenBensel, Jarod Albers, Logan Baker, David Custer, Judy Jackson

Members Absent: Randy Heitmann, Leah tenBensel (*both excused absences*)

Others Present: Diane Henderson, Melissa Jackson

Meeting Called to order: 12:02 p.m. by Tom Shoemaker, Open Meeting law noted.

Consent approval of minutes and bills: Jan made motion to approve, seconded by Judy. All in favor, Motion carried.

New Business:

Tom welcomed Logan Baker for the first meeting of his new three-year term, as appointed by the Board and endorsed by City Council.

Reappointments: Tom made motion to reappoint Darcy Johnson and Jan tenBensel each for another 3-year term. Motion passed. Diane will forward appointments to the City Council for endorsement at its next meeting.

Internship Grant Applications: Diane presented the Board with two applications for internship matching grants up to \$1,000. Jan moved and Logan seconded to approve the application from Blooms, for an intern to start immediately. Motioned passed, with Judy Jackson abstaining. Jan moved and Tom seconded to approve the intern-grant application from Frist Bank and Trust. Motion passed.

Tom added that Pinpoint will be submitting an application for an internship grant, too. And Diane noted that two local DoTerra business operators might be bringing a joint application soon.

Habitat for Humanity: Diane gave an overview of the Habitat for Humanity's consideration for building another home in Cambridge. Brad and Shirley Houlden already have donated a lot for it. Representatives for Southwest Nebraska Habitat for Humanity are leading a meeting at 7 p.m. Tuesday, April 18 in the community center, and encouraged all board members to attend.

Revolving Business Loans: Deb Egelston was in Cambridge state economic-development office last month. She said that LB840 funds can be used to provide working capital for businesses, and every business qualifies. But it must be part of the Cambridge plan/ordinance, and Tom noted that it is not in the current budget. As we go to vote for next LB840, he said it might be something to consider including, depending on priorities.

Governor's ED Summit: Registration is not yet open, but Diane expressed that she would like to participate. Jan is driving there anyway, and Diane can ride with him. Darcy moved and Logan seconded to approve Diane's attendance, including registration, hotel and necessary expenses. Motion passed.

Façade Grant Extension: On behalf of the Methodist Church, Virginia Roberts submitted a request for a second one-month extension on its façade-grant program. A continued delay in the manufacturing of building materials (screws) needed to complete the project remains the cause for this request, but if the materials arrive soon, they might still be able to complete in April. Virginia just wanted to be sure they had an extension in case it goes into May, before the Board meets again. Darcy moved and Tom seconded to accept the extension, Motion carried.

ED Brochure: Diane noted that she has the materials ready to complete an update of the Cambridge Economic Development brochure. There had been some question about whether we should continue noting that the Harvest Meadow lots are "free," given budgeting challenges for the city. Diane said she had consulted with Cambridge City Clerk Kandra Kinne, who said she believed the "free" should remain. Cost for the reprint comes in at less than \$500 for 500 brochures. The printer has all of the original artwork. Diane expressed the need for design software for her computer (starting with Adobe Acrobat reader) to be able to keep more work in-house, and will price software and share with Board members.

Website Discussion: The Board and staff discussed the need for a more meaningful and intuitive website for economic development and the possibility of getting an intern to design a new site. Darcy noted that the state might have funds to pay for an intern. Tom's suggestion is to have a standalone site for economic development and have the city page link to that. Diane will search for details of Firespring hosting contract to see if we are tied to anything for any length of time. Diane and Melissa will work together to conduct a website audit and make recommendations back to the Board.

ED Open House & Reception: Diane gave an update about the ED Open House and reception on tap for 5-8 p.m. at the Cobblestone on April 19 and encouraged all Board members to attend. Presentations from Tom, Darcy and Jan, and their honoring of Tammy Sexton, will be at about 6:45 p.m. Judy McCune will offer participants tours of the hotel. Need vehicles to drive tours of Harvest Meadows. Assistant editor of *Nebraska Life* magazine will be at the open house.

Harvest Meadows Update: City Clerk Kandra Kinne joined the Board meeting to give a report about cash flow on Harvest Meadows and TIF projects. She reviewed NCP valuation numbers and explained TIF contract values, projecting 2018 and 2019 numbers. Kandra computed a 17-year income because that completes all of the city's contracts that they are obligated to complete.

Housing Rental Program: Jan suggested that the Board consider giving half grants/half loans to contractors to build on four empty lots on the south, based on square footage or number of bedrooms. Jared and other Board members agreed that we need more entry-level homes, noting that \$500/month is on the high end of expected rent costs, which deters contractors from building. Tom suggested that we clarify who we are targeting to help define the business model. Darcy urged Diane to speak with contractors to see what they need to proceed.

Staff Reports: Diane provided the Board with an executive director report, and Melissa gave the Board a brief update about social-media activities. Diane captured photos of individual board members for use in featuring them during Community Development Week.

Darcy motioned and Tom seconded to adjourn; Meeting adjourned at 1:22 p.m.

Next meeting is Wednesday, May 10 at noon.