



### **Economic Development Board Minutes – July 12, 2017**

**Members Present:** Tom Shoemaker, Darcy Johnson, Judy Jackson, Jarod Albers, Leah tenBensel

**Members Absent:** Logan Baker, David Custer, Jan tenBensel, Randy Heitmann (*all excused*)

**Others Present:** Diane Henderson, Melissa Jackson, Kandra Kinne

**Meeting called to order:** 12:02 p.m. by Darcy Johnson, Open Meeting law noted.

#### **Consent Approval of Minutes and Bills:**

Darcy Johnson motioned and Judy Jackson seconded to approve the minutes of the July 12, 2017 meeting and the financial report and bills as presented. Motion carried.

#### **Fiscal Year 2018 Budget**

- Diane summarized budget and highlighted changes from last year. She asked that a new laptop be incorporated into the budget and has found that the old/current computer is on lease. It was recommended by the Board that the lease be terminated, and a new computer be purchased, along with Adobe and Windows 365.
- Kandra verified that sales-tax valuation on the ethanol plant will not change moving forward.
- Diane reported about attending the Governor's Summit on Economic Development, noting that she found the information and the networking opportunities invaluable.
- Kandra reported that the city is having a meeting with Steve Johnson of Northwestern Mutual regarding the current insurance offered through the city, noting that there will be changes that affect all city employees.
- Board members asked for clarification about the \$10,000 set aside for the Downtown Center (Frolic) and about determining what direction to go with that when Frolic moves out at the end of the month. What is the ED Board's responsibility regarding the building and maintenance? Is there money in the budget for potential upgrades? What can ED do with the building?

Kandra reported that the current rent for the 3,000 square feet that Frolic rents on the first floor (plus basement) rents to Frolic for \$336.50 per month, with occupant paying utilities. All rent collected is placed in the General Fund of the city's budget, but Kandra said that the City Council has told the ED Board that the Downtown Center is an ED project, so any changes there go to the ED Board. The city covers property tax and insurance for the building. Since acquiring the space, it has been pretty much a break-even venture.

Down-payment assistance is a popular program, but it cannot be funded with LB840 dollars. Given that, the Board directed Diane to look into fundraising for that program in fiscal 2018, including applying for a grant from the Perkins Foundation.

Darcy Johnson motioned and Jarod Albers seconded to approve the fiscal 2018 budget as presented, with the addition of a laptop with Windows 365 and the Adobe Suite of programs. Motion carried.

#### Non-Budget Updates

- Work on the new city and ED website is underway. Diane asked for approval to issue a \$2,000 payment to civiclive, as the contract requires 50 percent payment up front. Consensus to issue.
- Optometrist continues to show interest in adding a satellite office in Cambridge, and it most interested in the CTI (Cambridge Telephone Incubator) Building, and the timing for a year out works for them well. Diane will maintain contact and set up an opportunity for Dr. Gray and his partner to visit the site with Tom Shoemaker.
- Diane reported that website seminars have been scheduled for Aug. 17 and Sept. 7 to qualify local business owners to receive a new website via an ED grant.
- Workforce Housing Amendment: The City Council approved the second reading and moved to waive the third reading of the amendment. All action items are moving forward, but a decision from the Board as to whether to participate with West Central in the regional workforce-housing program needs to be made in the next couple of weeks. The program would require ED payment of \$80,000 to guarantee construction of a new house in Harvest Meadows. Diane recommended against investing the full amount and will send information and take a vote of the Board via email to decide whether to invest anything in the regional program, or to focus instead on building an incentive programs that is attractive to homebuilders, starting with the four lots just north of the temporary First Central Bank location.

#### Other Business

- The “Big House” on the hill (1224 North St.) owned by the Shoemakers soon will be on the market for sale.

Next meeting: Sept. 13, 2017, noon; Meeting adjourned at 1:23 p.m.

Respectfully submitted,

Leah tenBensel  
Secretary