



Economic Development Board Minutes – Sept. 13, 2017

Members Present: Tom Shoemaker, Darcy Johnson, Jan tenBensel, Jarod Albers, Logan Baker, Randy Heitmann, Judy Jackson, and Leah tenBensel

Members Absent: David Custer (*excused*)

Others Present: Diane Henderson, Melissa Jackson

Meeting called to order: 11:59 a.m by Tom Shoemaker. Open Meeting law noted.

Consent Approval of Minutes and Bills:

Jan tenBensel motioned and Judy Jackson seconded to approve the minutes of the Aug. 9, 2017 meeting and the financial report and bills as presented. Motion carried.

Downtown Center (DTC):

- Four business owners met with the Economic Development Board Officers prior to the Sept. 13, 2017 Board meeting. Of the four, two businesses had expressed interest in renting or purchasing the downtown center, while two others were willing to rent only.
- The officers voted to sell the property and put it back into the private sector vs. renting it out and not having the funds to refurbish the upstairs. Upon checking with the city clerk and city attorney, ED staff was told that an RFP or sealed bid were not required by law, but the officers directed staff to advertise the building for sale in the *Clarion* for four weeks before completing a sale. That way, other potential buyers have an equal chance to place a bid.
- Diane has worked with one of the people who wanted to rent the space and is hoping to have found a different place for him in the downtown area, creating a win-win for all involved.
- The Board directed Diane to check with an attorney about serving as legal counsel for the sale, and to follow up and make sure processes are followed.
- A recent inspection report has been shared with potential buyers so they are aware that they are buying the building as is.
- The new owner will be responsible for all parts of the building, including the roof, minus the main level shops that have been purchased in previous years – Hair Company - Styles and More and the *Clarion*. It will be clear in the sales contract that the new buyers are responsible for the entire second floor and roof, including that over those two businesses.
- The parking lot on the west side of the building is owned by the city; Linda Jones has an easement for HVAC units along that side. The Board chose not to include the lot in the sale of the DTC, at least at this point.

2020 Plan:

- More details regarding the 2020 plan will be presented at the next ED meeting but Diane distributed a copy of the plan and asked Board members to start thinking about any changes and about putting LB840 dollars and the plan to a vote in 2018 or 2019.
- Diane is looking at surrounding communities so see how they are involved with the LB840 funds and how it pertains to Cambridge's 2020 plan. (City, Golf course, Swimming Pools, and if they use all or just a portion of the funds and how.)

Career Fair 2017

- Cambridge Economic Development will be hosting a table at the Career Fair, including advertising for a potential summer intern from among the visiting students.

West Central

- Tom and Jan requested one final review of the line-by-line breakdown for the cost of participating in the West Central workforce-housing program, to be certain that the Board has looked at all angles before sending a decision about participation on to West Central.
- Jan tenBensel motioned to participate in the regional workforce-housing program, and Randy Heitmann seconded the motion. Motion failed, 0-7. Diane drafted a letter for Tom to sign, noting and explaining the decision.
- In discussion of workforce housing, the Board directed Diane to focus on the incentive program for developers to build in Harvest Meadows. Diane reported several homebuilders have shown interest in building duplexes in the area, and Diane will continue to contact individual homebuilders to discuss the incentives.

Fundraising

- Diane asked for specific direction on submitting an application for a workforce-housing grant she will work on. The Board came to a consensus to seek \$25,000 for about three down-payment assistance loans in the coming year. The less-restricted money also could help fund an intern to work with the executive director in summer 2018 and fill holes where LB840 money cannot be used.

Advertising/Marketing

- Diane recommended that the Board fund a full-page (page 3) ad in the 2018 edition of *Nebraska Travel*. The four-color ad would be supported by full page in the magazine that will be focused on Cambridge. The Board asked that the ad focus on various assets of the community, including Harry Strunk Lake, camping, Harvest Meadows, the park, local businesses, hunting & fishing, and the like. Purchasing the premium ad provides us with a discount on quarter-page ads in *Nebraska Life* magazine in three editions (six months) in 2018. Randy Heitmann motioned and Judy Jackson seconded to approve funding of the ads. Motion carried.

Professional Development

- Diane asked to attend a Nebraska Workforce Housing Forum & Workshop in Kearney Oct. 25-26, which would include a one-night stay in Kearney. Darcy Johnson motioned and Logan Baker seconded to approve payment for Diane's attendance at the conference. Motion carried.

2018 ED Budget

- Diane reported that the Cambridge City Council approved the proposed ED budget as presented, so we will move forward with that work plan.

Housing

- With Diane's help in pairing up buyer and seller, Mary Hoberty was able to sell her house at 1003 Nelson quickly and with a cash payment, making a mother and her two children new residents of Cambridge and students at Cambridge Public Schools.

Harvest Meadows

- Diane updated Board members about two families currently working on plans to build homes in Harvest Meadows.

CAV Repair

- CAV has purchased land on south of Cambridge to rebuild. CAV will be seeking assistance from the Revolving Loan Fund. ED has been supportive of keeping CAV accessible for local farmers and other residents, as the business benefits the community, in general.

Website

- Diane reported that the new website is coming along. She shared the extensive schedule to launch through Board member packets and said it should be complete by the first of the year.

Other Business

- Intern grant completion forms have been submitted for payment by Pinpoint, the Cambridge Telephone Company and Tri Valley Health Systems. With all requirements of the process met, the Board directed Diane to make payment to those businesses.

Next meeting scheduled for Oct. 11, 12:00 p.m.

Meeting Adjourned at 1:05p.m.

Respectfully submitted,

Leah tenBensel