



Economic Development Board Meeting Minutes, November 8, 2023

The meeting was called to order at 12:01 p.m. Open meeting laws noted in the City Office.

Members Present: Tom Shoemaker, Jan tenBensel, Derek Downer, Judy Jackson, Randy Heitmann, Jarod Albers, Jason Weiss

Members Absent: Logan Baker, Darcy Johnson

Others Present: Melissa Jackson, Wilkens Construction, Miller & Associates, Sarah Nickerson, John Kutnink

Consent Approval of Financials/Invoices and Minutes and Bills: The Board reviewed the October financials. A motion was made by Jan tenBensel, seconded by Judy Jackson, to approve the financials. Motion carried.

New Business:

Wilkens and Miller & Associates gave an overview of the proposed daycare village in Harvest Meadows. They showcased potential layout of the area, duplexes, activity center, parking, outdoor play area and driveways.

M. Jackson gave an activities report.

A motion was made by Randy Heitmann, seconded by Jan tenBensel to repurpose the revolving loan budget line item of \$162,000 to the capital projects – workforce housing line item. Motion carried.

Derek Downer and Randy Heitmann volunteered to serve on the Cambridge Community Daycare Foundation (CCDF) housing committee.

A motion was made by Randy Heitmann, seconded by Judy Jackson, to approve the CCDF Rural Workforce Housing Fund investment plan. Motion carried.

A motion was made by Darcy Johnson, seconded by Jan tenBensel, to allow Melissa Jackson to be the authorized signature on behalf of the ED Board on the ED letter of commitment for matching funds to the Cambridge Community Daycare Foundation. Tom Shoemaker abstained. Motion carried.

The Board reviewed the Gregory & Caitlyn Blank Down Payment Assistance application. A motion was made by Jan tenBensel, seconded by Jarod Albers, to approve the application contingent upon Caitlyn being listed on the deed, and as a co-borrower on the loan. Motion carried.

A motion was made by Jan tenBensel, seconded by Derek Downer, to adjust the language on the Façade grant guidelines that businesses can only apply for one grant in each City calendar year. Motion carried.

Project Updates:

M. Jackson provided a Google ads report in Board packets.

Public Comment:

None.

The meeting was adjourned at 1:27 p.m.

The next Board meeting is scheduled for December 13, 2023, at 12:00 p.m. at the City offices.