**Minutes**

*The mission of the Mount 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: 6/1/2022**

**Time: 6:00 pm**

**Location: 124 S Washington St, Mt Pulaski IL 62548**

**Meeting Type: Business**

1. Call to order: Andrew Meister called the meeting to order at 6:16 PM.
2. Roll call: Present Andrew Meister, Corey Leonard, Erin Wyss, Doug Johnson, Tracy Pulliam, and administrator Deanna Howard.
3. Introduction of guests: Tyson Durst arrived at approximately 6:40 to talk about the Mt Pulaski Pool
4. Approval of minutes: **Deanna presented minutes from May 4, 2022, meeting. Tracy’s name was listed twice in roll call and Erin’s had been omitted. Tracy’s name was listed twice in the roll call vote for the YMCA Summer Camp and Doug’s was omitted. Top Hat Jigs was listed as Top Hats Jig. Doug made a motion to approve May 4, 2022, minutes with corrections above and Corey seconded the motion. All members said Aye.**
5. Treasurer’s report: Only reported on bank statements at this time budget will be presented later in the meeting.
	1. Bank Statements as of May 31, 2022
		1. Business District Tax Fund: $272,855.25
		2. Community Fund: $178,645.92
		3. New Budget: Erin presented the budgets for FY 6/1/22-5/31/23 for the Business District Tax funds and the EDPB Community Funds. The board discussed the proposed budget for the EDPB Community Funds and made some adjustments. **Corey made a motion to approve the EDPB Community Fund budget with the changes and Tracy seconded the motion. In the roll call vote those saying Aye: Tracy, Doug, Erin, Corey, Andy. Motion passes unanimously.** The board discussed the proposed budget for the Business District Tax funds and made some adjustments. **Corey made a preliminary motion to approve the EDPB Community Fund budget with the changes with a note that we will make a final review at our next meeting to ensure that we all agree on that the changes Erin made are what we intended, and Tracy seconded the motion. In the roll call vote those saying Aye: Tracy, Doug, Erin, Corey, Andy. Motion passes unanimously.**
	2. Approval of payments: $2809 to MMLP. The board is still questioning what was paid. There was an invoice that was listed as hardware store and Doug has paid MMLP for services he was billed. He will pull his invoices to verify that there aren’t duplicate charges. There is concern on what services the invoices were for. On 1/22/19 the EDPB voted to approve $18,500 for MMLP services for the Streetscape Project. The City Council approved ½ of this to be paid from the business district tax fund. Deanna reported that Phoenix Fire department had not submitted receipts yet and that Community Association was informed that reimbursements cannot be issued without a W-9. Market on the Hill has submitted receipts for their increase in inventory. Check number 1180 was written for $12000.00 for their approved grant. Deanna will deliver it to the store on June 2, 2022
6. Old Business
	1. Project Updates
		1. Town Square Revitalization: No report.
		2. FarmFed Co-Op: Deanna reported that FarmFed Co-op has paused signing a lease at the old Stahl’s Furniture building and selling the old hardware store building. They are concerned that there are no longer enough producers to supply the original production plans that they have. One of their board members is a local grower and is getting out of it farming. Another board member is considering the same. They are regrouping and scaling down to start smaller.
		3. Market on the Hill: Kim stopped by to give a brief update. Bonnie has been texting updates and several days have been over $1000 a day. She questioned the board about the process of the grant. The board explained that they must follow the process set forth by the city for this for all grant applicants because they must be held accountable for the funds distributed and the Business District Grant requires receipts for reimbursement.
		4. Topper’s RV & Marine, LLC: No update currently. Deanna will reach out to Tyler to see if he has any receipts and give an update on progress of obtaining clients.
		5. YMCA Daycare/Summer Program: Deanna did not receive a response from her email to the YMCA for an update. Andy reported that there are 21 participants. Deanna will reach out to them to discuss billing for the EDPB’s donations.
		6. 501c3-Corey reported that there is no new information. Erin provided another contact that Bill Thomas gave her. Deanna will reach out to him for a second opinion and CC Corey on the email. To go forward with this process the board will have to get funding from another source.
7. New Business
	1. Future Projects:
		1. Tyson Durst explained the situation on the pool. They are still trying to get it open for this season. The pool has a suction drain that is not ideal for an outdoor pool. After the pool was drained water got into the pool and then froze in the drains. This is a $40,000 repair, that they do have funds to cover this repair, but it will deplete their funds and not leave anything in reserve for emergencies. This was an issue last year and they borrowed money to make these repairs. The pool house was not properly winterized at the end of last season by the employee of the company that they hired for this job, therefore all the pipes in the building froze over the winter. This company is working now to make the necessary repairs but some of that work may have to be redone and billed to that company. The vacuum drain system has been replaced with a different system to prevent this problem in the future. As of now there is water in the pool, and they will know by Friday if the repair was successful. The park district receives a little under $90,000 a year in tax fuds. They still have $220,000 to pay on the bond they got to install the new liner and they owe $107,000 from the loan they received last year to repair the frozen drainpipes. They will pay $10,000-$15,000 a year on the loan for the next 10 years. Andy asked Tyson to attend the meeting to see how the EDPB can help to get the pool open for this season. The projected date for opening the pool is July 1st. Tyson will keep Andy updated so that EDPB can best fill any needs that will arise since they do not have any immediate needs for this project. Tyson also discussed taking out the tennis courts and reaching out the community to determine the best plan to utilize this space. The bid for just the demo was around $30,000. This and other park projects have been put on hold to get the pool repairs completed. All board members expressed to Tyson their desire to be supportive and advised him of the grant process.
		2. Frazier Park: Corey has been on the board for the Athletic Association that manages Frazier Park for 7-9 years. The park is owned by the city. The Athletic Association was started in the seventies by baseball families and has always been a small group of volunteers that have kept it going. He does not know how long they have managed Frazier Park. At one point Tomlinson Trust donated the funds to replace the roof on the concession stand. After that Tomlinson Trust attorney advised that money should not be donated to the Athletic Association because they did not have a 501c3 or the correct Non-For-Profit status. Their status has been updated but he is unsure if there are funds available from those channels. At one time they did apply for a grant from EDPB and was approved for the storage shed/bathroom building. A meter box had fallen, and the Athletic Association went to the Mayor and the City approved the repairs. The meter box has been replaced as well as the pole holding that box. The city has removed one commercial service and combined the two existing into one. The last Edpb grant they submitted was in 2020 for concession stand and the two bids they received were not comparable. One was $18,000 one was $11,000. This grant never received approval because the contractors were not bidding comparably because one contractor was suggestion additional work. They chose not to open the bathrooms this year because of the disrepair and instead brought in porta pots. The Athletic Association operates on a very small budget. They get sponsorship funds and collect a minimal amount for a usage fee to cover operational expenses. They do not have the additional funds to make repairs or the personnel to manage a project. The city has taken over mowing Frazier Park now that they don’t have the Water District to manage, and Matt Presswood has advised the City Council of the issues. They have replaced lights, moved bleachers, and have taken down a bad tree. Andy is going to arrange a meeting so that all parties involved can work together on this project and so that the support from the EDPB can expressed for this project.
		3. Website: Deanna reported that hosting is free on google and domain is $12 year. It was discussed and decided that Deanna should focus on Facebook for now and investigate adding to our page on the city’s website since we are an entity of the city government. Deanna brought up the marketing committee and informed the board that a comment was made that Steph Mazanawski was not paid for her services. The board had not approved a budget for the project and considered it a proposal for possible projects.
8. Other Business/Non-Agenda items: Tracy contacted the mayor about the new member and never heard back from him. Deanna will follow up with city hall on the process.
9. Executive Session: none
10. Next Meeting: 7/6/20226:00 pm
11. Adjournment: **Tracy made a motion to adjourn the meeting and it was seconded by Doug. All members voted Aye and Andy called the meeting adjourned at 9:29 pm**