**Mt. Pulaski Economic Development and Planning Board**

*The mission of the Mt. 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 October 5th, 2019**

**Meeting Location: 124 South Washington Street, Mt. Pulaski, IL 62548**

**Meeting type: Business meeting**

**Meeting Minutes**

**1) Call to order**

Tom Martin called to order the regular meeting of the Mt. Pulaski Economic Development and Planning Board at 9:00am on October 5th, 2019 at the Courthouse Foundation Office.

**2) Roll call**

Tom Martin conducted roll call. The following persons were present: Tom Marin, Erin Wyss, Tyler White, Deron Powell, and Hillary Cherry. Tim Emrick (city council representative). Lorah Hoe (Administrative Aide).

Guests: Phyllis Beccue

Absent: Jim Birge and Andy Meister

**3) Introduction of guests**

Phyllis Beccue was present on behalf of Christmas On Vinegar Hill to discuss the grant that Christmas On Vinegar Hill had been awarded. The grant is to help fund the cost of advertisement for the 2019 event. Christmas On Vinegar Hill will be awarded one check, but all advertisement receipts will be turned into the City so that the total in advertisement costs can be accounted for.

**4) Approval of Sept. 7th Minutes**

Minutes of the Sept. 7th meeting were presented by Lorah Hoe. Hillary Cherry motioned to approve minutes, seconded by Deron Powell, all in favor, and motion passed.

**5) Treasurer’s Report**

The treasurer’s report was presented by Lorah Hoe. Deron Powell motioned to approve the treasurer’s report, seconded by Erin Wyss, all in favor, and motion passed.

Bills were presented to the board for payment. The 1st was Christmas on Vinegar Hill for $4,000.00 to be paid from the Business District Tax. The 2nd was Bill Cavestani to help with the cost of upgrading the heating for part of his building for $3,000.00. This will be funded equally by the General Fund and the Business District Fund. The 3rd was to Ashlee Sang for $212.50 to be paid from the Business District Tax funds, Professional Services expense.

A new bill was presented for the board to approve. The bill was to Lorah Hoe for the reimbursement of a Laptop, software, and protection plan for $812.65 to be funded from the General Fund as a Professional Fee expense. A motion was made by Deron Powell to approve the bill, seconded by Tyler White, all in favor, and motion passed.

**Old Business**

**6) Desired Outcomes**

Project Updates

 Retain, sustain, and enhance our existing businesses and community organizations

* Community Grant Update; Bill, Hillary, and Andy are going to meet within the next few weeks to finalize the new community grant program. The new grant program will ensure that grants will be viewed once a year in order to compliment the City fiscal year, June 1st to May 31st. The timeline for implementing these new policies for the grant program will be; 1) presenting program changes at November meeting, 2) vote on final program changes at December meeting, and 3) have new program ready to implement January of 2020. In the meantime, Lorah Hoe will draft a letter to send out to our current grant applicants explaining that 1) the grant program is under review. 2) give a copy to Paula to handout, and 3) update the city website on the status of our grant program.
* Shopping Center Update; At the City Council meeting on Sept. 24th, 2019, Doug Johnson and Tom Martin presented this project to the city council and asked them to consider helping fund this project. The project has the potential to bring many benefits to the city of Mt. Pulaski including a larger hardware store, new access to route 121, as well as new potential business to rent from one of the vacant buildings on the property. The city determined that they would like to help with something that will improve the whole area such as a new driveway to route 121 or improvements to the parking lot and lighting. The Economic Development Planning Board would like to help with the business by possibly funding the roof part of the project. The TIF funds could also help this project as well as the Motor Fuel Tax. The TIF extension is looking into the history of the program to examine what the funds have been used for in the past and what the funds could be used for in the future. Tim Emrick will be meeting with the other districts in town such as the school district, library district, park district, ect. to ensure that all parties are in favor of this extension. Spring legislation will formally extend our TIF another 12 years. The last TIF extension was in 2004 and most City officials are gone that had worked on it. The balance is currently around $50,000.00 and is meant to last for the next 3 years. The EDPB must wait to hear what they city is willing to commit monetarily to this project before we are able to make our monetary commitment to this project.

Attract, and develop new business

* Community Grocery Store; Currently they have raised $85,000.00 out of the $120,000.00 goal for start up costs. Market On The Hill is hosting meetings in Chestnut and in Mt. Pulaski to visit with community members and answer any questions. The New board is expected to form in November and by January is expected to be trained on how to run the business. After harvest Market On The Hill is planning to have an informational event in Elkhart.

Improve and upgrade infrastructure

* Town Square Revitalization; Phase 1 designs have been largely agreed upon, which consists of the retaining wall, sidewalk, and lighting on the interior of the square. The architect will come back with a number estimate of the cost for Phase 1. This could be accomplished in a 5 to 10 year timeframe with one corner completed at a time. Tory Dallholf, Dwight Reynolds, and Bill Thomas will help us find funding options for this project. There is a potential for a Bond with the revenue from the Bus. Dist. Sales Tax. Which gives the project the opportunity to be done all at once instead of one piece at a time. Next meeting is the Oct. 19.
* Building Demolition Report; The City needs to sort out its policy on this. The Mayor has moved forward to help once this process is started.

**7) Investment of Community Donations**

Farmer’s Bank is willing to do a 6 month, 1.5% interest rate. Tom and Tyler will move forward on looking into this investment option.

**New Business**

**8) Historical Preservation of Downtown**

 This will open opportunities for grant money for the town square. Debra May will be here for the November meeting to help on this project. We will need to create and

 File paperwork to make the courthouse and surrounding buildings eligible. There is possible information at City Hall to help with this potential project.

**9) Daycare for Mt. Pulaski**

This is a long-term proposal for a new community daycare option for Mt. Pulaski residents. The 3 main daycare providers in town have already been contacted and are on board with an off cite facility to work from. This is something that the EDPB feels is important to the future of our community and has agreed that a steering committee will be created in January. The steering committee will look into potential cites, regulations, and interested parties for a community daycare facility.

Next Meeting will be November 9th, 2019.

**Adjournment**

Hillary made a motion to adjourn at 9:50am, seconded by Deron Powell, all in favor and motion passed.