Economic development & planning board

**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: 11/2/2022**

**Time: 6:00 pm**

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

**Meeting Type: Business**

1. The meeting was called to order at 6:07 pm on November 2, 2022 by Corey Leonard.
2. Roll Call: Present are Erin Wyss, Tracy Pulliam, Corey Leonard. Absent Andrew Meister, Shea Campanella. Doug Johnson arrived at 6:16 pm.
3. Introduction of guests: Megan Jones
4. Approval of Consent Agenda-payments and October 5, 2022, minutes**: Tracy made A motion to approve the consent agenda and the motion was seconded by Erin. All members present voted Aye and the motion passed.**
5. Treasure’s report: The business district sales tax deposit for October was $6,571.87 bringing the balance to $283,312.60. The checks that cleared the bank in the EDPB Community Fund totaled $7,466.26 leaving an ending balance of $125,309.71.
6. Old Business
	1. Project Updates
		1. Town Square Revitalization: Deanna reported she had not heard from Dave or Tom Martin but that she did find the original signed agreement with Dave, and it did not include Dave getting bids therefore his job is complete. Her next step is to determine if we have received the plans so that the project can move forward.
		2. Market on the Hill: Deanna presented September and October management reports. September loss was $6026.36, and October was $4843.21. The reimbursement is up to $3000 per month. A check was issued for $6000.
		3. Topper’s RV & Marine, LLC: Tyler submitted receipts for $2800.00 and the balance of his grant was $2150.55. This payment was approved in the consent agenda. This grant is now closed.
		4. Frazier Park: No updates
		5. Road Signs: Deanna reported that the mayor did mention this at the last city council meeting. Matt Presswood is going to investigate this.
	2. Spear’s Storage: Marty was unable to get new information due to working in the fields.
	3. Grant process update: Deanna presented the new grant application and pointed out the final changes that were made from the last discussion. She also explained the reimbursement process. Since the board has decided to allow partial payments for reimbursement if a grant is approved based on a percentage of a project that percentage of each invoice will be reimbursed up to the maximum amount approved. **Tracy motioned to approve the new grant application with the change above the signature line of singing to signing. Doug seconded her motion. All members preset voted Aye and the motion passed.**

Deanna presented the reimbursement form for review and explained the purpose. The board decided that this form should be submitted with each reimbursement request. The questions on the form only need to be answered when the project has been completed. The scoring form was changed to an evaluation form for internal use. **Erin motioned to approve the reimbursement form and evaluation form with the same change as the grant application. Tracy seconded the motion. All members voted Aye and the motion passes.** Deanna will post the new forms on the city’s website and give Paula the new grant. She will also create the jot form documents and post those to the website.

* 1. Statement of Interest: Deanna gave the members copies of the Statement of Interest with an explanation of the purpose.
1. New Business: None
2. Other Business/Non-Agenda items:
	1. Deanna reported that she found the laptop that was purchased with the video conferencing equipment. It is in the closet with that0 equipment.
	2. Megan Jones has been involved with the daycare and summer program since the very first steering committee meeting. She was essential for getting the YMCA Summer program started and was working with them trying to establish daycare services for the community. She introduced the YMCA to the Christian Church to discuss the possibility of a daycare in The Family Life Center for infant through pre-k children. The elders are on board with utilizing the building for those purposes just not with the YMCA so that they have more control over who is running it and the influences. Megan is on the lookout for someone to be the director of the daycare. She is going to reach out to the Decatur YMCA because they have experience with infant care and Springfield does not. With this option there would be an issue finding a space to house the daycare since the Christian Church does not want to work with the Y. The doctor’s office is too small and the Methodist church renovations would be too costly. If there was a space the Y would like to be involved.

The older kids (kindergarten-5th grade) Megan asked the school district to extend the same liberties to her as they did the Y over the summer and they were more than happy to. She has insured herself and completed the proper paperwork with DCFS to accommodate up to 20 children. She currently has twelve participants. She is setting her own rates and hours for just after school care at $50 a week. She has inquiries for part-time, but she does not feel she has the capability to manage the schedule to ensure she does not go over the maximum number allowed. She would like to extend this into a summer program as well.

There was discussion of the concerns with the YMCA Summer Camp issues. Megan feels that if she were to run a summer program, she has enough teachers interested to meet the needs of the program. Board members like the idea of a local program with local teachers that the children already know.

The board members commended Megan for her work on this and realize that this service is available only because of her efforts. They invited her to apply for a grant if she needs supplies or help with advertising. Deanna will email her an application. The board also discussed the tuition assistance program that was given to the YMCA and suggested it could also be given to her for her program.

Megan left and the board discussed the tuition assistance program and how it would fit into our budget. This will be added to next the agenda for a vote. The budget includes funds for daycare and it was determined that if the parent pays for 3 days of care per week the board would reimburse Megan for up to 2 days of that week when the daycare is available. If there is a day during that week school is not in session and she does not offer care on that day she will not receive reimbursement for that day.

* 1. Doug reported that Tom Martin inquired about the EDPB filing for 501c3 status because they have opportunities for funds if they had a non for profit to funnel those funds through. Doug also reported that at the next Farm-Fed meeting they will vote on signing a lease with Kwick Walls for one year. Tom will try to attend our December meeting to give an update.
	2. Erin discussed the meeting at the grade school with the new windfarm company and that Andy questioned if they would contribute funds to the community and the answer was no. Corey explained how the agreement came about with Enel and explained the process of county board and zoning board approval of this windfarm.
	3. Deanna updated the board on the grant from Debra May. She is unable to come back util spring but is willing to get city council approval and then we can review her grant.
1. Executive Session: none
2. Next Meeting 12/7/2022 6:00 pm
3. Adjournment: **Tracy made a motion to adjourn the meeting at 8:11 pm. Motion was seconded by Erin. All mebers voted Aye. Meeting was adjourned.**