**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 August 10th, 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 August 10th, 2019 at the Courthouse Foundation Office.

**2] Roll call**

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

Guests: Bill Thomas (Logan County Economic Development Director) Matt Bobell (Mayor of Mt. Pulaski).

Absent: Jim Birge

**3] Introduction of guests**

Bill was introduced and thanked for his help with the Economic Development Planning Board meeting from the month of July.

The Economic Development Planning board has officially appointed the officers for this board. Tom Martin as Chair, Deron Powell as Vice Chair, Tyler White as Treasurer, and Hillary Cherry as Secretary. Deron made a motion to approve the officer appointments. Tyler White seconded. All approve. Motion Passed.

**Old Business**

**4] Desired Outcomes**

Project Updates

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

* Grant Review and Discussion: Action Item

Grant request at this time: Tyler White for the Lucky Lager’s Kitchen updates for $1,500. The board had a discussion about needing to draft policies for those that have applied multiple times, setting a timeline for grant reviews, and to also distinguish between a donation and a grant. Deron motioned to approve the grant. There was no second. Motion is tabled until new policies are set.

The board had a discussion about whether a business should be able to apply for multiple grants or not and within a specified timeframe. The Business District Tax money and the Economic Development Planning Board are here to benefit businesses and organizations in town.

Sue Werman applied for the Post Office Parking Lot with an updated grant application. The board determined that the grant program is under evaluation at the present time and this grant will not be voted on until the evaluation is completed.

Andrew, Hillary, and Bill will review the business grant program and help create a community grant program.

* Shopping Center Update

The EDPB and Doug Johnson have been working with IDOT on new entrance to the property. August 20th True Value will have some numbers for Doug to review. The far end of the pharmacy would be taken down to gain a new access point to the highway. The city and the edpb will consider how they can assist in this project, whether it be new entrance, demolition costs, or new infrastructure. IDOT will be asked if they can assist with any costs as well.

Doug will become the landlord to the two additional buildings and is wanting to offset costs with this additional revenue source.

The city of Mt. Pulaski is currently working on extending the TIF deadline and want to use this project as a reasoning for the extension. Tim Emrick and Rick Volle have been working on the TIF.

Attract and develop new businesses

* Market on The Hill Project

Building is rented, in a lease and demolition has started. Heating system has begun to go in. Roll our event takes place Thursday, Sept. 12th at the Fall Festival. The event will feature local foods, and possibly drinks. Owners will create a new board and elect by October. Open by Spring 2020 and the store will help support local produce, a community garden, and local producers in this area. Architect will look at building and help with the design. A visual will be present to show at the event.

Noon Meeting for Local Foods, Local Places with steering committee for lunch followed by a 3 hour tour. There are estimated to be 100 people on the first day and 40 on the second day. The crowd is promising to be diverse as far as businesses, organizations, and community members.

Improve and upgrade infrastructure

* Town Square Revitalization

Andy is part of the streets and alleyways committee and can advise us on moving forward with sewers. Dewite from USDA and Rural Affairs can help us with finding monetary aide for these kinds of projects.

* Discussion of Demolition of Buildings

The board discussed whether or not it is the responsibility of this board to address the condition of the buildings around the square. It was discussed if the job is too big for this board and if so than the board will move away from this concern. From the city standpoint, private properties are a private concern. If the board did try to address the state of these buildings than when would the job stop? It is the boards concern because it effects the esthetic of the square. It may be possible to create a partnership though a grant to help supplement the project because addressing the buildings on our own will be too costly.

Dee Howard wishes to buy up buildings on the town square and fix them up to be apartment units and business in the store fronts. The frontmost concern is the back of Saddy’s building because it shares walls on either side with other buildings. The walls are splitting, sinking, and the brick is falling apart. Dee is currently having work done in her building and it is being affected by the state of the neighboring building. State representatives should also be reached out to in order to see if they can aide in this project

Tom will talk to Rick Volle and Dee Howard about if Dee was to buy the building than the board may be able to help with the costs. Dave the architect estimated $40,000 for the project. The building shares utility links to it’s neighbors so it is a costly fix.

**5] Review of Strategic Planning Meeting**

As this board works though new projects in the future, it is inevitable that we will find gaps within our goals. The grant program is an example, this board needs to fill the gap of creating policies for future boards to build from.

**6] Revolving Loan Discussion**

No discussion at this time.

Lorah Hoe gave the treasurer’s report. Tyler motioned to approve, 2nd by Hillary. All in favor, motion passed.

Lorah Hoe presented the minutes from the July 13th meeting. Deron motioned to approve, 2nd by Hillary. All in favor, motion passed.

**New Business**

Ashlee Sang is completing her current contract of up to $2,500 for her marketing expertise. She would like to continue work with the Economic Development Planning Board for up to another $2,500 in a second contract. Deron motioned to approve, 2nd by Tyler. Her contract will be appropriated by community funds. Ashlee san was recommended by Steph Blaum. She applied for the coordinator position but was hired as a consultant for her marketing experience. She has worked with Christmas on Vinegar Hill, Market Days, and Market On The Hill and will continue to help our community spend advertising money wisely.

Assignments: Dee and Rick need ownership of the building in order for the EDPB to help.

Doug and IDOT will determine if current plans are plausible.

Hillary and Andy will work with Bill on grant process and policies. Grant will be addressed at the next meeting.

Tyler and Lorah will work on the treasurers’ report.

Local Foods, Local Places is bringing in experts from USDA and EPA and they will help the Economic Development Planning Board move forward with their goals and plans.

Next Meeting: September 7, 2019 at 9:00am.

 **Adjournment**

Deron made a motion to adjourn, 2nd by Hillary, all in favor and motion passed. Adjourn at 10:39.