

Cedar County Economic Development Commission

January 12, 2016

5:30 PM

Cedar County Extension Office Meeting Minutes

Roll Call

Board Members Present: Greg Wagner, Jon Bell, Pat Hasenbank, Adam Sandberg, Roger Laughlin

Staff Present: Rod Ness, Lisa Decker

Guests: Sue Hall

Chair Greg Wagner called the meeting to order at 5:35 PM.

Consent Agenda Additions/Agenda Approval

- Pat Hasenbank made a motion, seconded by Adam Sandberg to approve the agenda, minutes, bills, and financial statements.

Unfinished/Old Business

- Adam asked for clarification in December minutes about the "limited funds" statement referring to the decision not to donate to Cedar County Senior Dining. Jon Bell clarified the statement saying CCEDCO agreed to encourage each city to donate. Rod Ness added it is in New Business to discuss a donation policy because many requests could come in for donations from CCEDCO and how do we set precedence. Roder asked what each city is giving. Greg responded by saying it is up to each city to decide what they give. Jon added the County gives \$13-\$14,000. He added a presentation to each city would let everyone know how they benefit from the service. Greg added the Director could give each city the numbers on how many people are served.
- Rod is currently working on the Office Manager's two-year review. His computer crashed in mid-December and he will finish it when he gets a computer from ISU.
- It was asked at the December meeting whether an increase should be made to the cities. After doing some research the Office Manager reported finding minutes from April 2009 where increases in dues from each city were discussed, but there were no details in the minutes. It was found in copies of the dues summary that an increase was last made for FY2009-2010 for 18 cents per capita. The dues went from \$2.50 to \$2.68. At the same time an increase from the County was 28 cents; going from \$4.00 to \$4.28 per capita. Jon Bell asked the Office Manager to send an e-mail to the cities asking the Executive Director to get on their Agenda at their next meeting to discuss an increase. The Executive Director suggested keeping the dues the same for the next fiscal year (2016-2017) and proposes an increment over a period, starting with FY 2017-2018. This would give each city advanced notice about the proposed increase. Greg agreed suggesting the Office Manager send out the dues statements along with a letter from the Executive Director, ahead of his visit, to lay out the proposed increase. It then can be discussed at the council meeting(s). The Executive Director added that he requested a 5% increase from the Board of Supervisors. Jon Bell suggested he start low and ask for a small increase every so many years.
- Roger Laughlin added that seemed reasonable, but he would like to know what they are getting for the money. Pat Hasenbank suggested that each CCEDCO Board member share CCEDCO Board meeting minutes with their town councils. Jon Bell added instead of giving them a percentage increase; let them know exactly how much the increase would be. Roger Laughlin added that he wants to promote West Branch and would like to know if CCEDCO can help with that. Over 40,000 travel on Interstate 80 each day and they would like to somehow benefit from that. The Executive Director stated CCEDCO is promoting each city on the same level and is bringing attention to existing businesses in the County. Roger added he would like to do a letter writing campaign to attract business. Greg Wagner stated the Office Manager should send out the dues statement for FY 2016-2017 along with a letter from the Executive Director saying dues will remain the same for the next fiscal year, but provide a plan for an incremental increase after that. Jon Bell suggested a percentage (3%) every other year. Also letting them know what the exact amount the increase would be.

New Business

- The Executive Director asked if CCEDCO needs to adapt a Donation Policy. Greg Wagner asked if a letter needs to be sent to everybody on a community level. Adam Sandberg added he thinks it best not to have many policies and Greg agreed. Jon Bell commented that many requests could be made from volunteer services that benefit people in need. He added that CCEDCO should encourage each community to research Cedar County Senior Dining and give their support. Even though CCEDCO may not give a monetary donation, they can give support in other ways to the program.

Executive Director's Report

- A \$1,000 grant was received through REC.
- He taught another Entrepreneur Program class at North-Cedar School. He feels there is a lot of value in the class and it exposes students to running a business. A letter was received from teacher Jane Koch on the success of the program. Pat added this is a great program for CCEDCO to be involved in.
- CCEDCO will have an intern this month from Tipton High School. He hopes to get another student from West Branch if it works out with Kirkwood. He hopes this will build a connection between Economic Development and high school students.
- There has been an increase of users on social media. There have been close to 2,000 visitors on the website. GrowHERE stickers are being seen in the County. Flyers and GrowHERE stickers are going to businesses.
- ISU representatives would like to have a meeting with CCEDCO Board on Wednesday, February 10th or Thursday, February 11th. Does either day work better with the Board? After some discussion, it was decided to tentatively plan for February 11th. The Office Manager will check to see if the Extension meeting room is available. The regular monthly meeting can take place that night also, instead of the regular second Tuesday (February 9).
- The Office Manager added that the annual audit would be the week of February 22nd. She is working on getting everything ready for them.

City Reports

- West Branch would like to plan a tractor or antique car parade to promote Cedar County and the towns in the county. Last year they had 200 tractors participate. This will be brought up at the West Branch Main Street meeting. Casey's is under construction and they hope to open in late March or early April. They have a new business opening soon, Down Under, which is a restaurant/bar. The Park Bond last fall passed by one vote.
- Mechanicsville reported the old Casey's building was sold and is now a car dealership. New storage units were built in town.
- Cedar County Supervisors stated budget work has started.
- Clarence reported the new library is progressing. They received a generous donation from an estate.
- Stanwood stated they had 11 students through ambulance training. The ambulance service hopes to be up and running again soon. A new business, Liberty Railroad Hobby, opened next to Ditto's. Budget meetings will be coming up. The next Mayor's meeting is the third Thursday in March.

Announcements

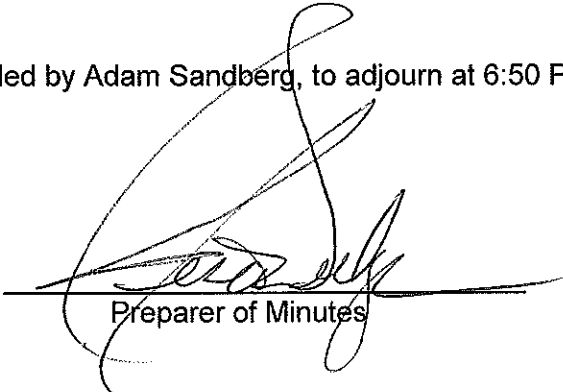
- The next meeting will (tentatively) be Thursday, February 11, 2016.

Adjourn

- With no further business, Jon Bell motioned, seconded by Adam Sandberg, to adjourn at 6:50 PM.



Board Chair



Preparer of Minutes