

Cedar County Economic Development Commission
March 14, 2017 – 5:30 PM
Cedar County Extension Office
Meeting Minutes

Roll Call

Board Members Present: Greg Wagner, Jon Bell, Jeff Kaufmann; Leanne Boots, Adam Sandberg, Jen VanOort; Randy Ehlers

Staff Present: Rod Ness, Lisa Decker

Guests: Sue Hall, Jason Kemp

Chair Greg Wagner called the meeting to order at 5:31 PM. Roll call was taken.

Visitors

- Jason Kemp, Program Manager from HomeBase Iowa spoke about their program. Home Base Iowa was rolled out by Governor Brandstad in 2014. Each year 200,000 – 250,000 service members are leaving the military and seeking employment. Their purpose is to assist these Veteran's and transitioning service members through their website and connect them to employment on the state and local level. The program is comprehensive to all 99 Iowa counties. He travels to career fairs all over the state and the program has listed over 400 resumes with a 60% placement rate. To become a Home Base Iowa Community, four steps are required:
 1. Must be a city or a county
 2. Approve Resolution
 3. Offer Incentive Package
 4. Provide signage locations
- One a resolution is passed and incentive package is created, 10-20% of businesses must be willing to commit to the program. Some examples of incentive packages are 50% off parks & recreational activities, meals, and lodging. It can be limited to the first 10-20 Veteran's hired through the program. The National Guard is a huge supporter of the program. Currently 35-37 Iowa counties are on board. There are a lot of unknowns at this time; the point of contact, administration, tracking, what exactly the county can offer. Iowa Workforce

Consent Agenda Additions/Agenda Approval

- Leanne made a motion, seconded by Jen, to approve the agenda, minutes (with minor corrections) and financial statements. All ayes.

Unfinished/Old Business

- The director presented a proposal for Articles of Incorporation for the board to review. At this time, it is very broad and is not conclusive. He will first get it finalized with Attorney Kyle Mauer. Jon made a motion, seconded by Leanne to approve the proposal. All ayes. The board needs to set up committees to work on by-laws for 501c3. Jon added we probably need to see what the IRS approves to see what direction we go with the by-laws. It could be dictated on what we propose/is approved. Jon, Jen, Rod, and Lisa will be on the by-law committee.
- The Personnel Committee completed Rod's evaluation. Greg commented he thinks the program is improving.

New Business

- The FY18 budget was presented. Durant and Lowden are not joining. City budgets are tight and trying to cut back where they can. Jon stated WeLead was unfunded by ISU. Rod Ness stated when the Director left they decided not to rehire for that particular position. Part of the ISU review process is to see how much money the Director brings in. Rod tried to utilize ISU resources when possible to generate funds. He also utilizes ECIA and other partnering groups. Durant decided to hire their own Economic person. He will work on getting Lowden back, as he did with Bennett last year. A motion was made by Leanne, seconded by Jen to approve the FY18 budget. All ayes.

Executive Director's Report

- The ECIA Community Assessment Program is tomorrow in Clarence. ECIA is helping fund these evaluations for the community. It starts with a meeting at 10:00 AM at the library followed by a walk around assessment with community members. The group will meet again at 1:30 at the library to hear some initial findings/thoughts from ECIA. Tipton had their assessment in December and is planning an in-depth assessment with ECIA in the future.
- He was contacted by an individual looking to purchase land to start a therapeutic recreational facility for at-risk children through outdoor activities and challenges. This is in the preliminary stage, but moving forward.
- The state audit was complete on February 23rd. All went well.
- A local business owner is looking to expand to a location in West Branch. They are currently reviewing property listings.
- He is working with other community leaders to pursue Cedar County as an Iowa Great Places destination.

City Reports

- **Cedar County Supervisors** – FY18 budget is finalized and passed. Jon and Dawn have kept Supervisor's up to date on CCEDCO. The VA office at the courthouse is complete and they are now located on the first floor. Through ECIA, U of I students are coming to Cedar County. Bridge projects are underway.
- **Bennett** – They are looking into making the City Office/Library a historical building.
- **Mechanicsville** – A new salon/spa is opening in old medical building.
- **Clarence** – A city council person resigned. A new library director was hired. IEDA Downtown Assessment is Wednesday. They are starting the process to apply to become party of Main Street Iowa. A vacant building downtown is now locally owned.
- **Tipton** – FY18 was approved. They are in the process of hiring a new City Manager. A new Finance Manager was hired. A 28E agreement was reached for police training. Park improvement projects are starting. TEDCO Director is looking into new flower urns. A new/bigger office space is being looked into for TEDCO.
- **Stanwood** – The Hwy 38 project is scheduled to begin April 30th. FY18 budget is approved. The local 4-H group wants to put a fruit/vegetable garden and fruit trees in an empty downtown lot. Two townships (Fremont & Dayton) are being dropped from coverage from the fire department.

Announcements

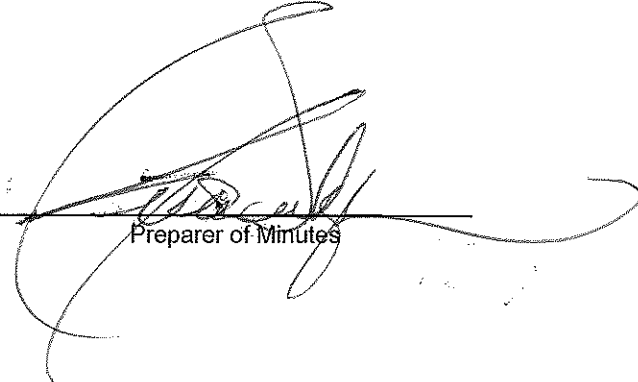
- The next scheduled meeting is **Tuesday, May 9th**.

Adjourn

- With no further business, a motion was made by Leanne seconded by Adam to adjourn at 6:48 PM.



Board Chair



Preparer of Minutes