

**Economic Development Commission
Advisory Committee
Notice of Meeting**

**Tuesday January 13, 2014 8:30 a.m.
Chamber**

To: Board Members

Ben Kitchens, Chair	Graham Foust	Ty Arneson	Mark Powers
LaFarris Risby	Gery Schoenrock	Rhonda Sharp	

Ex-officio

City Commissioner Mike Ryan	County Commissioner Larry Hicks
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From: Ben Kitchens, Chairman **AGENDA**

Please respect others by turning all cell phones off and not talking when someone else is. Thank you!

- I. Call the Meeting to Order**
- II. Approval of Agenda**
- III. Approval of Minutes – December 9, 2014**
- IV. Financial Report – December 2014**
- V. Public Comments – 3 minutes/each**
- VI. Committee Vice Chair – 5 minutes**
- VII. Revolving Loan Application Revision – 10 minutes**
- VIII. Capital Campaign Kick-off – 5 minutes**
- IX. Staff Reports – 5 minutes**
 - Monthly Update**
 - **NRP**
 - **RLF**
 - **Building permits**
- X. Announcements – 5 minutes**
- XI. Adjourn – Next meeting Tuesday February 10, 2015**

**Economic Development Commission
Advisory Committee
Notice of Meeting
Tuesday December 9, 2014 8:30 a.m.
Chamber**

To: Board Members
Ben Kitchens, Chair Tom Silovsky, Vice Chair Ty Arneson Mark Powers
LaFarris Risby Gery Schoenrock Rhonda Sharp

Ex-officio
City Commissioner Mike Ryan County Commissioner Larry Hicks

From: Ben Kitchens, Chairman **MINUTES**
Please respect others by turning all cell phones off and not talking when someone else is. Thank you!

I. Call the Meeting to Order

8:32 a.m. Chairman Ben Kitchens called the meeting to order. Board members Rhonda Sharp, Ty Arneson and Tom Silovsky were absent. Others in attendance were Tom Weigand, Susan Jagerson, Allan Rothlisberg, Lynette Richards and Kevin Griffith.

II. Approval of Agenda

Gery Schoenrock moved and Mark Powers seconded to approve the agenda. Motion carried 4-0.

8:36 a.m. Mike Ryan arrived.

III. Approval of Minutes – November 4, 2014

Mark Powers moved and Gery Schoenrock seconded to approve the minutes. Motion carried 4-0.

IV. Financial Report – November 2014

There was discussion about Capital Campaign expenses and using EDC funds to pay them.

8:41 a.m. Tom Silovsky arrived

8:53 a.m. Ty Arneson arrived

Gery Schoenrock moved and LaFarris Risby seconded to postpone accepting financials until capital campaign expenses reviewed. Motion carried 6-0.

The committee received a breakdown of campaign expenses later in the meeting.
Ben Kitchens said setting up a separate account for campaign funds is a PRIORITY!

Ty Arneson moved and Mark Powers seconded to accept the November financial report. Motion carried 6-0.

V. Public Comments – 3 minutes/each

Allan Rothlisberg inquired further about the funding for the capital campaign and added that he thought the new EDC director should report directly to City and County Commission.

Larry Hicks announced that the County reappointed Gery Schoenrock to the EDC advisory committee for a three-year term. Hicks also requested that the committee attend the Martin Luther King celebration on January 19 at 10:00 a.m. JC Naz, if available.

VI. Master Agreement – 30 minutes

There was a meeting with representatives from the EDC, Chamber, City Commission, staff, City attorney and County to discuss the Jupiter building negotiations and the draft of revisions to the Master Agreement. Master Agreement changes will be revisited after the new City Manager has a chance to review. Tom Weigand suggested creating a development committee for projects.

VII. EDC Budget 2015 – 20 minutes

Amend the 2015 Budget to account for a \$25,000 reduction in the County allocation.

Gery Schoenrock moved and Mark Powers seconded to deduct \$25,000 from income, keep budget as is and request use of carryover funds by line item as necessary. Motion carried 6-0.

VIII. Revolving Loan

Gery Schoenrock said after review the Revolving Loan Review committee recommended denying a loan request by Quality Trust, Inc., for \$120,000 to provide salaries for new employees hired to complete an 18-month project at Kansas State University, because the project did not meet the RLF requirements.

Mark Powers motioned and Gery Schoenrock seconded to support the recommendation of the RLF committee. Motion carried 6-0.

IX. Capital Campaign –10 minutes

Jerry Hinson said the campaign was moving toward its goal and a Kick-off event is scheduled for January 13.

X. Staff Reports – 5 minutes

Monthly Update

- NRP - 0
- RLF – all are past due except Kollhoff.
- Building permits – 3 single family for October, 42 ytd

XI. Announcements – 5 minutes

Ben Kitchens shared his reflections on the EDC for the year. There was discussion about the expectations for the advisory committee and filling the EDC director position.

XII. Adjourn – Next meeting Tuesday January 13, 2015

10:38 a.m. meeting adjourned.