

**Economic Development Commission
Advisory Committee
Notice of Meeting
Thursday October 13, 2016 8:30 a.m.**

To: Committee Members

Gery Schoenrock, Chair	Ty Arneson, Vice Chair	Clint Francis	Graham Foust
Matt Junghans	Ben Kitchens	Mark Powers	LaFarris Risby
Mark Stenstrom			

Ex-officio

City Commissioner Mike Ryan	County Commissioner Larry Hicks
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From: Gery Schoenrock, Chairman

AGENDA

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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 – September 8, 2016

IV. Financial Reports – September

V. Public Comments – 3 minutes/each

VI. Old Business

- A. EDC Director Search update
- B. Spirit of '76 account at Exchange Bank closed
- C. Reminder of meeting change for November 9th

VII. New Business

- A. Review of Board Terms

VIII. Action Items

IX. Monthly Update

- **NRP**
- **RLF**
 - 11 Total
 - 5 current
 - 4 Past Due
 - 2 in Litigation
- **Building permits**
 - September:**
 - Residential New constructions (Residential additions, Residential remodel)
 - Commercial/ Industrial New Construction (Commercial additions, Commercial remodel)
 - Other (demo, sign, fence, etc)
 - YTD:**
 - Residential New constructions (Residential additions, Residential remodel)
 - Commercial/ Industrial new constructions (Commercial additions, Commercial remodel)
 - Other (Demo, Sign, Fence, etc)

- **E-Community**
- **WRC**
- **Regional Economic Development Group (HRMN)**

X. Director's Report – 15 minutes

- A. Business inquiries

XI. Chairman's Remarks – 10 minutes

XII. Executive Session for Trade Secrets Discussion (If Needed) to include Dennis Beson

XIII. Announcements – 3 minutes

XIV. Adjourn – Next meeting Thursday November 09, 2016 (Special date due to Board Retreat)

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Thursday September 8, 2016 8:30 a.m.

To: Committee Members

Gery Schoenrock, Chair
Matt Junghans
Mark Stenstrom

Ty Arneson, Vice Chair
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City Commissioner Mike Ryan

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From: Gery Schoenrock, Chairman

Minutes

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

I. Call the Meeting to Order:

8:31 a.m. Ty Arneson, Vice-Chair called the meeting to order. Committee members Gery Shoenrock, Matt Junghans, Mark Stenstrom, Mike Ryan, and Larry Hicks were absent. Ty Arneson, Clint Francis, Graham Foust, Ben Kitchens, Mark Powers, and LaFarris Risby were in attendance. Others in attendance were Allen Dinkel, Lydia Kautz, Katrina Higby; JCACC Finance Manager, and Dennis Beson; JCACC President/CEO and Interim EDC Director.

II. Approval of Agenda:

Mark Powers moved and LaFarris Risby seconded to approve the agenda. Motion carried 6/0.

III. Approval of Minutes: August 11, 2016

Graham Foust moved and LaFarris Risby seconded to approve the minutes from the August 2016 meeting. Motion carried 6/0.

IV. Financial Reports:

Ben Kitchens inquired as to the split between divisions for the Business Expo Event (all 4 divisions). Dennis Beson reiterated that the Business Expo expenses were split between the EDC and MED divisions.

Mark Powers moved and Clint Francis seconded to accept the August 2016 financial report. Motion carried 6/0.

V. Public Comments – 3 minutes/each

None

VI. Old Business

A. EDC Director Search:

Dennis Beson: "I estimate we should have someone in place by October 10, 2016."

VII. New Business

A. Meeting Change for November 10, 2016 for Annual Board Retreat Discussion:

Dennis Beson requested changing the November 10, 2016 meeting to November 9, 2016 to accommodate the scheduled Board of Director's retreat on November 10.

B. Spirit of '76 account at Exchange Bank discussion; bank fees and closing account

Dennis Beson informed the committee that the Spirit of '76 account is still open and not being used, but is still having monthly service charges. Dennis proposed closing the account since it is no longer in use.

Ben Kitchens suggested having the Spirit of '76 board meet to discuss the account closure. Comments were made that most of the board is not around or available any longer. Dennis Beson and Ty Arneson suggested drafting a document requesting the account closure and sending the balance back to the city account (as it is city funds) and have Ben Kitchens sign off on the form as the Chair of the Spirit of '76 Committee.

Katrina Higby will draft the document for Ben's signature and submit to Exchange Bank for action.

VIII. Action Items

- A. Vote on meeting change for November 10th meeting.
Committee agreed on meeting change date. No further voting or action needed.

IX. Monthly Update

- A. **NRP:**
No changes reported for August 2016.

- B. **RLF:**
Available balance in RLF fund as of 8/8/16 is \$352,657.24
As of 9/7/16:
4 delinquent
7 current
11 total accounts

Clint Francis inquired as to the procedure and "at what point do we write them off and get them off the books?"

Response was that the RLF is not in our control it is handled at the City level. Cheryl Beatty sends out notices when payments are late and keeps on top of the account statuses.

- C. **Building permits:**

August:
2 Residential New constructions (5 Residential additions, 57 Residential remodel)
0 Commercial/ Industrial New Construction (2 Commercial additions, 4 Commercial remodel)
37 Other (demo, sign, fence, etc)

YTD:
16 Residential New constructions (51 Residential additions, 288 Residential remodel)
2 Commercial/ Industrial new constructions (10 Commercial additions, 36 Commercial remodel)
312 Other (Demo, Sign, Fence, etc)

- D. **E-Community**

Graham Foust reported to the EDC Advisory Committee that E-Community had a committee meeting last week. The committee finalized the application document and "put it to bed." The application document can be adjusted at a later date if necessary. The application info was sent to local financial institutions and currently marketing in being focused directly to financial institutions.

Graham stated that if the application is approved then the E-Community committee will submit the application request to Network Kansas for them to cut a check. Graham stated that "the process should not take very long."

Dennis Beson stated that the Network Kansas representative says to shoot for 45-60 days then if the process is completed early everyone is happier. Part of the time frame is dependent on the applicant's level of preparedness on the "check list" including the business plan and pre-set up financing, etc.

Ben Kitchens inquired as to the E-Community's willingness to bring the applications to the EDC Committee, once a new director is in place, for EDC to have the "final approval" as the E-Community is a sub-committee of the EDC.

Dennis Beson responded to Ben's inquiry stating that as an example the RLF is city money and needs to have approval but the E-Community fund is separate money and that the E-Community Committee should be trusted as bankers and lawyers to make the decisions and just report back to the EDC Committee.

Graham Foust added that the "big brother" oversight already comes from Network Kansas who cuts the checks and payments repaid have to be sent back to Network Kansas to be in the "big pool."

LaFarris Risby pushed marketing Junction City because people are buying in Manhattan and not Junction City.

Dennis Beson responded by talking about the marketing team doing a one-year campaign for the area. Dennis has met with Dr. Corbin Witt. Dr. Witt informed Dennis that they are having trouble updating information on the School System.

E. WRC

Dennis Beson updated the committee on the matching grant due to be received in October. At the last minute the grant committee change the criteria as to what the grant money could be used for. The 3 communities decided that it would no longer benefit our needs, therefore, we are not doing the grant matching program.

Currently there are 25 out of the required 38 required businesses signed up as supporters.

Dennis relayed that he has received one business testimonial. Thank you to Ben Kitchens for taking the time to submit a testimonial to aid in the marketing of Junction City.

F. Regional Economic Development Group

Dennis stated that the main purpose of the group is to have targeted advisory groups.

In October there will be another presentation from the Matrix group sharing their official final report.

Dennis Reminded the Committee of the Inter-Regional Visit on Monday and Tuesday to Fayetteville, AR.

Dennis Beson announced the official start of Eddie Reeder, the new Sports Complex Manager. There was a meeting last night with the Sports Complex Committee and the hope is in the next 6 months to have forward motion on the Sports Complex Project.

X. Director's Report – 15 mins

A. Animal Health Corridor:

Dennis Beson informed the committee of his attendance at the Welcome Home Dinner. Dennis visited with construction companies and discussed the Tom Neal research park. Discussion is to have a building ready and waiting for people to "walk straight in" with no wait for building or remodeling.

Dennis acknowledged that Ventria BioScience is already here and that the project is still open about a pet food project.

B. Proposal submittal on Department of Commerce Request:

Dennis Beson informed the Committee of a potential project being submitted for. "Project R" from the Department of Commerce, would be a manufacturing project. The proposal is being finalized and will be submitted by 11 am today.

XI. Chairman's Remarks – 10 minutes

None

XII. Executive Session for Trade Secrets:

9:11 a.m. Ben Kitchens moved and Graham Foust seconded to enter into an executive session; not to exceed 10 minutes to discuss Project Related information. The executive session is to include the EDC Advisory Committee, ex-officio members, Allen Dinkel, and Dennis Beson, CEO.

9:21 a.m. – 3 minute extension

9:24 a.m. – 7 minute extension

9:31 a.m. – Executive Session ended.

Ty Arneson reported no decisions made and no actions taken.

XIII. Announcements – 3 minutes

Allen Dinkel reported in on the street construction projects. Allen also weighed in on the Landbanks of Junction City; asking “At what point do we let go of the specials? Can we actually sell Landbank lots with the specials attached?” (County has raised taxes 30% to 20 mils).

LaFarris Risby inquired if the city and county have considered consolidation like Wyandotte or Greely Counties.

Dennis Beson reminded the committee that all committee and board members will be switching to January to all be in sync with one another. The committee needs to look ahead at what changes will be taking place.

Dennis Beson announced to the Committee that the Chamber will have a part time office assistant starting on September 9, 2016. Aerial Dandridge come with a web related background in social media, web design, etc. Dennis just wanted to inform the committee in case they saw her in the office they would know who she was and why she's here.

XIV. Adjourn – Next meeting September 8, 2016

With no further business the September 2016 EDC Advisory Committee meeting was adjourned at 9:42 am.