

**ECONOMIC DEVELOPMENT CORPORATION
OF WAYNE COUNTY, INDIANA
Board Meeting Minutes
Monday, July 9, 2018**

BOARD MEMBERS PRESENT: Frame, Golden, Jackson, Leisure, Parker Russell, Templin, Warner, Witte

BOARD MEMBERS ABSENT: Barrett, Salazar, Yaeger

STAFF PRESENT: Shaffer, Doty, Mitchell, Geres

GUESTS PRESENT: Oler, Ron – Richmond Common Council
Sowers, George – EDC Attorney
Thurlow, Kim – Ivy Tech Community College

CALL TO ORDER

Board Chair Frame called the meeting of the Board of Directors of the Economic Development Corporation of Wayne County, Indiana to order at 4:07 p.m. on Monday, July 9, 2018 in the EDC board room.

APPROVAL OF MINUTES

Frame stated the minutes from the June 4, 2018 board meeting were on pages 2-4 of the board packet. *Motion by Leisure, second by Golden to approve the June 4, 2018 minutes as presented. Motion carried.*

TREASURER'S REPORT

A. June 2018 Financial Report

Parker provided the treasury report. He reported on being over budget \$6,337.67 MTD and under budget \$49,450.79 YTD. He reviewed the line items over budget for the month and year. *Motion by Witte, second by Russell to approve the June 2018 financials. Motion carried.*

B. 2019 Draft Budget

Shaffer reported on the 2019 draft budget. It is \$658,223 and a \$33,024.76 (5.28%) increase from last year. Shaffer reported on the line items which increased or decreased from the preceding year:

- 1001 Salaries – \$12,076 increase
- 1365 Federal Payroll Taxes – \$950 increase
- 1366 Retirement – \$600 increase
- 1367 Employee Health Insurance – \$2,250 decrease
- 1368 Unemployment Tax – \$250 decrease
- 1369 Long-Term Disability – \$400 increase
- 2212 Printed Office Supplies – \$500 increase
- 2228 Computer Parts – \$300 increase
- 2249 In-house Supplies – \$300 increase
- 3312 Legal Services – \$1,000 decrease
- 3324 Communication – \$800 increase
- 3392 Advertising and PR – \$20,000 increase
- 3353 Maintenance-Building – \$1,000 increase
- 3368 Outside Services-Cleaning – \$160 increase
- 3310 Vehicle Lease – \$0.76 increase
- 3374 Rent-Building, Structures – \$4,800 decrease
- 3373 Programming and Consultation – \$441 decrease

3381 Dues, Subscriptions & Fees – \$400 increase
3389 Staff Training & Education – \$500 increase
4440 Office Equipment – \$301 decrease
4441 Office Furniture & Fixtures – \$3,500 increase
4445 Office Equipment-Computers – \$780 increase

COMMITTEE REPORTS

- A. Executive** – Frame reported the committee met earlier before the board meeting and reviewed compliance and the Beals-Moore contract.
- B. Industrial Park** – Warner reported the committee met on Thursday, June 28th, 2018 and heard an update on the WWRSD. The parties involved received two updated costs for both the plant upgrade and Connersville option. They are in the process of reviewing them. They also received an update on the Gaar Jackson Road / Round Barn Road construction and that it is close to being finished. They also reviewed and recommended approval for the Beals-Moore contract.
- 1. Beals-Moore Contract** – Mitchell reported on the Beals Moore contract for preliminary options for drainage and lot configuration of the Midwest Industrial park for \$6,800 to include these services:
 - study will include investigation and recommendation for relocation/mitigation of existing wetlands
 - feasibility of relocation of drainage ditches, swales, and detention basins
 - options for different lot sizes, North and South of existing railroad
 - feasibility of construction of new railroad spur lines
 - feasibility of development of area currently covered with trees, shrubs, etc...
 - calculations of acres, and preparation of plats showing existing area which could be used as development sites
 - meeting with city departments, county officials, and EDC staff

Motion by Russell, second by Templin to approve the Beals Moore contract as presented.
Motion carried.
- C. Marketing and Communication** – Doty reported the committee met on Wednesday, June 6, 2018 and heard updates on the website expansion, calendar of events on the Tourism website, BeWayne amenities, Home in Wayne concierge program, and Hoosier Opportunity marketing.

EDC STAFF REPORT

Geres – Geres reported working on the 2019 budget, working with Jennifer North on the audit of the 2017 financials, assisting with preparations for the site visit for Project Forte, completing RFI's for Projects Oriole and Neptune, participating in a webinar for the submittal of projects Sunrise and Neptune, and participating in the NAACP job fair by promoting Hoosier Opportunity.

Mitchell – Mitchell reported on contacting the Wayne County schools about Find A Job Friday, Work Keys testing, and National Manufacturing Day. She is working on becoming an administrator for the Work Keys testing but is looking for someone to be a proctor. They plan on testing mid-fall in the schools. She reported on regional stellar. 150 attended their first meeting, awarded a \$20,000 planning grant to develop a plan to utilize the \$15M. They hired former OCRA liaison Susie Ripley to be our region's consultant. She reported on working with Beals-Moore on MIP Phase I, meeting with Sherm Johnson of the Indiana Department of Corrections, attending 4 BRE visits, participating in the ACT webinar, attending the IEDA summer conference, participating in 2 local healthy living workshops, and continuing to cross-train with staff.

Doty – Doty reported attending a webinar on talent attraction, attending the Blue Buffalo auditorium naming ceremony at Ivy Tech, attending the Richmond Social Media session, and posting a new Bright Side story by Louise Ronald. She encouraged the board to share stories.

Shaffer – Shaffer reported on spending a lot of time out of the office in June. In addition to 4 BRE meetings, she attended a sales trip to New York City with Mindy Kenworthy of the East Central Indiana Regional Partnership, attending the Area Development Forum 25 event where she connected with 10 site selectors, and attending the Indiana Economic Development Association summer conference where she attended with other regional and local ED directors to learn about strategy, initiative, and best practices. She reported on her travel to Japan scheduled for November 6 – 16. In addition to meeting with the headquarters of our local Japanese companies, her and Mayor Snow also plan to visit Richmond’s sister city, Unnan. She has started to meet with our local Japanese companies and is working with JASI to plan the trip. She reported on attending the Indianapolis Pathways Summit with Pat Heiny and Melissa Vance and what they learned will dovetail into the Skill Up Grant. She reported on meeting with the Indiana Department of Corrections as we have 192 inmates being released this year and the IDOC is offering training to those being released in 6-12 months. She is trying to connect with local employers who might be willing to hire these individuals and is looking to connect them with our local parole officers. Lastly, she reported on participating in meetings about the Elder-Beerman closure. The focus is how to gain control of the building.

ADJOURNMENT

Frame adjourned the meeting at 5:00 p.m.

**NEXT BOARD MEETING – Monday, August 6, 2018
at EDC of Wayne County, Richmond, Indiana at 4:00 pm**