

**MINUTES OF THE MEETING OF THE
RICHLAND ECONOMIC DEVELOPMENT BOARD**

Monday, May 4, 2020 at 2:00 P.M. in via Zoom

Mike Breininger called the meeting to order.

Members Present: Mayor Todd Coppernoll, County Board Chair Marty Brewer, Mike Breininger, Bruce Roesler, Bruce Kaasa, Eric Klang, County Administrator Clint Langreck and City Clerk / Treasurer Melinda D. Jones

Member Michael Starks was absent.

Random selection of terms for advisory board members: Mike Breininger randomly drew names for the terms. Eric Klang's term ends 12/31/2020; Bruce Roesler's term ends 12/31/2021; Bruce Kaasa's term ends 12/31/2022; and Michael Starks' term ends 12/31/2023.

Report from the Economic Development Director and getting to know Jasen Glasbrenner: Mr. Glasbrenner previously emailed two reports on work done in April to the members. He has been relationship building, learning and working with emergency government.

A flexible work schedule was discussed due to the abnormal schedule required of the position. Motion by Brewer, second by Coppernoll to approve a flexible work schedule for the EDD. Motion carried unanimously.

The financial report was discussed in relation to the budget. The actual budget needs to be clarified and Clerk Jones will verify the budget and email it to the members. Actual expenses are as follows:

CDW	\$86.41
CDW	\$22.90
JComp	\$1789.00
JComp	\$329.00
Cell Phone	\$480.00

Mr. Glasbrenner requested approval to make single purchases of up to \$250.00, that fit within the general budget, without prior approval. Single purchases of over \$250.00 would require prior approval from the ED Chair Person. An example would be to spend \$60.00 to sign up for the WEDC Seminar. It was asked by the County Clerk to determine procedures for payment of bills and the consensus was to have the Audit Committee approve bills. Motion by Brewer, second by Coppernoll to grant the EDD preauthorization to spend up to \$250.00 for a single purchase within the budget and up to \$1000.00 per month in total prior to needing approval from the RED Board Chairperson for further expenditures in a single month. Motion carried unanimously.

Mr. Glasbrenner set up a Facebook page and showed several different branding logos. Part of the group liked an arrow with RED and the others liked the arrow without RED. It was asked to redesign the two logos and email them for a consensus or vote.

The definition of Economic Development was discussed and Mr. Glasbrenner presented elements of ED to help build clarity and consensus within the ED board.

- Economic Development is developing the systems by which production, consumption, and exchange of goods and services occurs in a particular region.

- Major Success Metrics – Quality of Community, growth, efficiency – ROI
- Major Components – raw materials; knowledge base; workforce; businesses/entrepreneurs/leadership; Infrastructure - utilities, buildings and roads; Government – policy and efficiency; supply/demand – consumers
- Primary tools to affect change – relationships, knowledge, marketing and finance.

The workflow pertaining to the City and the County that he is working to establish relates to who is accountable, responsible, consulted, or informed (ARCI)

The EDD is responsible for business, industry, housing, land use development and marketing while the City and County are accountable.

The EDD is consulted in tourism while the Tourism Commission along with the City Council is accountable.

The EDD is responsible to inform the Redevelopment Authority while the RDA and City is accountable. The EDD is responsible to activate the Rapid Response Team when needed to facilitate project development. The Rapid Response Team is responsible to assist in carrying a proposal to the City Council who is accountable.

He is requesting that leads be forwarded to the EDD.

The primary strategy and vision partner for the City is the Mayor whom the EDD will work with.

Similarly, the same grid could be used for the County who would be accountable for certain items. The County does not have a Rapid Response Team but will absorb the work in a related existing committee. Clint and Marty and Jasen will continue to clarify flows as we move forward.

Mr. Glasbrenner will give a presentation to the May 19th Council meeting and the June 16th County Board meeting.

Mr. Glasbrenner will be working on the CDBG Close fund projects for the County (\$1.2M). The City CDBG fund (\$500K) has been defederalized and can be utilized however the city sees fit. Glasbrenner is proposing a complete review and rewrite of the manuals that have guided the RLF's of both the City and County. The RED board would advise and review the proposals and then the proposals would be presented to the City Council and County Board for adoption. This would effectively create funds at both the City and County that are designated for ED.

Mr. Glasbrenner mentioned some projects he is working on; EOC, CDBG, Flood Recovery Grant, Fairground Camping, Advertising / Marketing, Vision, Full Community Recovery, Workforce, Housing

The next meeting was scheduled for June 8th at 1:00 p.m.

Motion to adjourn by Brewer, second by Coppernoll. Motion carried unanimously.