

Minutes of LMD meeting for September 6, 2016

The meeting was called to order by Chairman Fleming at 6:30 PM

All board members were present and accounted for.

Others in attendance, Audrey Danner, Neil Folks, Eldon Holland, Kelli Richmond, Mayor Ray Beck, Michelle Balleck, Commissioner Frank Moe, Don Cook, and Paul Boyd.

Victor Updike moved and Dave DeRose seconded approval of the minutes of the previous meeting on August 30, 2016. Motion Carried.

Kirstie McPherson reported on the communication committee with discussion to follow of the groups to contact, the order, and the time frame for each group needed.

Roger Richmond reported on the research he did for the EDA grant. The time frame of the grant and with his research the concept of applying for the next round of grants. Also discussion was held on the concept of seeking a grant writer that would work on a contract basis and not only apply but seek out grants we would be eligible for and have a good chance of receiving.

Victor Updike reported on the community pride committee and the effort to make a showing at the September 23 MCHS football game. The team has picked this for Military Appreciation and olive drab T shirts will cost \$4.00 each from Chaos Ink. LMD dollars were not needed and donations will be sought from businesses and board members to buy 200 shirts. Victor and Dave Fleming will attend the MC Booster Club meeting to communicate the concept.

Budget discussions were held with 4 major areas of budget we can fund. Marketing, Business Recruitment and Retention, Tourism Activities, Employees and agents. After much discussion about the levels of funding for each category for the 2017 budget, Tami Fager Moved and Victor Updike seconded that the percentages be as follows.

1. Marketing 15% of budget
2. Business Recruitment and Retention 50% of budget
3. Tourism 15%
4. Employees and agents 20%

Motion carried.

Discussion of Deadlines and next steps

Kirstie to send an outline of business plan concepts so the board can begin the actual operating plan.

Discussion for meeting schedules with the first and third Tuesday being in favor with the next meeting set for Tuesday September 20, 2016 at City hall and October and November following this pattern. Location may be changed for future meetings but for now we will meet in the council chambers at City Hall.

Discussion also led to the idea of one meeting in December being the first Tuesday of that month.

Kirstie McPherson and Tami Fager will schedule both the City of Craig and Moffat County for a meeting with both parties to determine their ideas and goals for the October 4<sup>th</sup> meeting.

Discussion was held on the third party secretary with the concept of using a personnel service for the hiring. Dave Fleming has prepared a job description which was approved by consensus. Pay was discussed with the concept of \$25.00 per hour for a guaranteed 20 hours per month. Dave DeRose moved and Roger Richmond seconded that we use Flint Personnel and post the job opening with them for \$25.00 per hour for a guaranteed 20 hours per month and the posting open on the 8<sup>th</sup> of September and close on the 26<sup>th</sup> of September.

Motion Carries.

Roger Richmond began discussion on the merging of the Treasurer and Secretary when we have hired a third party secretary. No decision was made.

Other Business

Discussion was held on business coaching concepts and if we should find funding for scholarships to enhance local businesses. This would fall under item #2 in our budget.

Discussion was held concerning using Better Cities Studies for funding to create feasibility studies. The LMD board decided to focus energy on planning feasibility studies. This action will be on going as we work with all meetings and our budget and operating plan.

Public Comments

Audrey Danner presented a letter of interest to be considered for funding for broad band studies and infrastructure implementation. Questions were posed about the conduits that were being installed around town with no resolve of who is installing them.

Frank Moe Reported on a meeting on Wednesday the 7<sup>th</sup> at 11:00 AM with Mindy Curtis discussing the Comprehensive Economic Development plan. Frank relayed the concept is to put shovels in the ground for development and new projects. Trent Thompson was also contacted about power grants.

Mayor Ray Beck discussed the Broadband activity.

Eldon Holland with Yampa Valley Data Partners encouraged the LMD to be a community focus committee to bring all parties into common goals and implementation. Eldon also discussed the use of Request for Proposals for hiring to the LMD.

Michelle Balleck discussed a business services catalog and requested any volunteers to help further business services.

Audrey Danner also discussed the Comprehensive Economic Development plan and the importance of broadband to that plan.

After that discussion Dave Heinrich moved and Dave DeRose seconded adjournment.

Motion Carried.