

**HIGHLAND, ILLINOIS
MINUTES OF REGULAR SESSION
INDUSTRIAL DEVELOPMENT COMMISSION
CITY HALL, 1115 BROADWAY
WEDNESDAY, NOVEMBER 4, 2020
12:00 PM**

Call to Order:

The November 4, 2020, meeting of the Industrial Development Commission was called to order at 12:02 PM by Chairman Jim Meridith. The meeting was held in person at city hall.

Roll Call:

Members present: Chairman Jim Meridith, Vice-Chairman Diane Korte-Lindsey, Treasurer Jon Greve, and Marshall Rinderer.

Members absent: Josh Kloss.

Also present: City Manager Mark Latham, Director of Community Development Breann Speraneo, Economic Development Coordinator Mallord Hubbard, Intern Matt Kundrat, and Recording Secretary Kim Kilcauski.

Approval of Minutes:

Marshall Rinderer made a motion to approve the minutes of the October 7, 2020, Regular Session meeting of the Industrial Development Commission; seconded by Jon Greve. All members voted aye; none voted no; the motion carried.

Reports:

Treasurer's Report – Jon Greve

Jon reported that the balance in the IDC checking account as of October 30, 2020, is \$15,386.21. There is also the \$60,000 CD with interest to date of \$601.80 leaving the balance on the CD at \$60,601.80. Total assets for the IDC account is \$75,988.01. Motion made by Diane Korte-Lindsey; seconded by Marshall Rinderer. All members voted aye; none voted no; the motion carried.

Updates on other job inquiries – Breann Speraneo

Breann Speraneo reported:

- Highland Villas finished and are filling the units.
- 1201 Broadway was demolished and the bell tower will be moved to that location eventually.
- The Schlafly project is going well. Updated information should be provided to IDC in December.
- The Senior Center had a ribbon cutting.
- City Council voted to allow short term rentals having a Special Use Permit. Hotel/motel tax will be collected.
- Walmart will finish their project this next week.
- The initial phase with Harrison Edwards is going well. They are currently interviewing key stakeholders. Breann noted that Harrison Edwards should be able to present via Zoom at the January IDC meeting.

- Jim Meredith asked how the key stakeholders were identified. Breann Speraneo explained the process.
- Mark Latham's last day is November 13th. Chief Conrad will be the Interim City Manager.

Update on Highland Communication Services – Mallord Hubbard

HCS is moving forward on replacing the current boxes. Breann Speraneo said VPTV will be less expensive for HCS and customers and transition will take approximately 1 year.

Update on Disaster Relief Initiatives – Mallord Hubbard

Mallord reported that the City will apply for state economic funds. Local businesses will then apply to the City for grants. Mallord stated that IDC will be involved and the final approval for grant recipients. This program includes a lot of reporting requirements and is still being worked out.

Local businesses did well with the second round of Business Interruption Grants. Highland businesses got \$275,000. Other cities included: Edwardsville \$380,000, Collinsville \$40,000, and Troy \$125,000.

Any business receiving a Business Interruption Grant will not be eligible for Economic Grant Funds.

Grants help our businesses and that is the City's goal.

Marshall Rinderer asked if the recipients of the Business Interruption Grants had to comply with executive orders or risk losing the funds. Mallord confirmed that was true. Marshall asked if the City's program will have the same requirements. Mallord responded that it would. There was no further discussion.

Unfinished Business – Mallord Hubbard

Mallord Hubbard said that he hoped to have the IDC Strategic Plan adopted in December. Jim Meredith asked about the age appropriateness of the programs through the partnerships. Mallord mentioned that the regional programs through Madison County Workforce and the Leadership Council are not just for grades 9– 12, but rather K – 12. The programs meet kids at their level. Mallord has seen some of the programs. Mallord provided the example of tracks being brought in for a second grade presentation.

Diane Korte-Lindsey has not received the strategic plan information. Mallord Hubbard will be sending it to her.

Mallord Hubbard stated that the strategic plan will provide direction to the commission. The plan was drafted following the IDC's two working sessions last year. Breann Speraneo added that the plan will allow the commission to make sure their work is in line with the goals. Breann also invited the members to provide input.

New Business – Mallord Hubbard

Trouw Nutrition USA, LLC – TIF and Economic Development Agreements

Mallord Hubbard stated that Trouw is proposing to expand operations including a significant addition. Discussions have been over a year. Final approval is expected from parent company soon. A memo is included in the packet outlining the terms of the deal including the TIF agreement. Mallord said the City will be improving the road. The City is applying to IDOT for funds. The Rebuilding Illinois Funds will be used as matching funds. Mallord went on to say that the hope is that Highland will eventually be the US headquarters for Trouw.

Diane Korte-Lindsey asked if job projections were available. Mallord responded that several dozen new jobs are expected. Jon Greve's added that the addition of a manufacturing company in Highland is a big deal. Jon Greve made a motion to recommend; seconded by Diane Korte-Lindsey. Jim Meredith asked if the jobs would be office or manufacturing jobs. Mallord replied that he has additional information and will distribute it. All members voted aye; none voted no. Motion carried.

Mallord Hubbard presented on the e-Commerce grant applicants, which included Vickery Chiropractic and The Lory Theater. He said the goal of the program highlights the importance of e-Commerce.

Mallord went on to explain that Vickery Chiropractic does not have a website, but does use Facebook. A customer has the ability to book sessions through the company's Facebook page. IT has signed off on this application.

Mallord stated that the Lory does have a website and is using e-Commerce to sell ice cream and popcorn. He went on to say that the owner is looking to expand their e-

Mallord Hubbard said the program is doing what the City hoped and is another way to help support the local businesses. Marshall Rinderer asked if the business owners invested money into anything. Mallord responded that disclosing investment information was not a requirement. Diane Korte-Lindsey asked what businesses have to do to be eligible for the grant. Breann Speraneo replied that she had asked Angela Imming and if a brick and mortar business has an e-Commerce solution containing a shopping cart or booking option they meet the requirements. Jon Greve stated that there should be an investment and improvement in technology by the business and it should be verified. Breann noted that the Lory has shown improvement and has future plans too. Jon Greve suggested that future applications include the investment in technology be shown.

Mallord Hubbard said he reviewed the ordinance and the businesses did fall within guidelines. Diane Korte-Lindsey confirmed that there are a total of 10 grants. Jon Greve asked if the ordinance could be amended to include the business investment

information. Mallord will verify that there are no current applicants and then send the suggestion to the city attorney. Discussion concluded that submission of invoices by the business would be good.

Jon Greve made a motion to approve \$500 payment to Vickery Chiropractic for completion of requirement as part of e-Commerce grant; seconded by Marshal Rinderer. All members voted aye; none voted no. Motion carried.

Diane Korte-Lindsey made a motion to approve \$500 payment to The Lory Theater for completion of requirement as part of e-Commerce grant; seconded by Marshall Rinderer. All members voted aye; none voted no. Motion carried.

Next Meeting:

The next regular meeting of the Industrial Development Commission is scheduled for Wednesday, December 2, 2020.

Jim Meredith congratulated Mark Latham on behalf of IDC.

Adjournment

Marshall Rinderer made a motion to adjourn; seconded by Diane Korte-Lindsey. All members voted aye; none voted no. The motion carried and the meeting adjourned at 12:35 PM.