



**MINUTES
WHITESIDE CARROLL COUNTY
ENTERPRISE ZONE
MANAGEMENT ORGANIZATION**

April 13, 2017

CALL TO ORDER

Chairman Pannier called to order the regular meeting of the Whiteside Carroll County Enterprise Zone Management Organization at 2:40 p.m. on April 13, 2017 in the Conference Room # 215 of the Morrison Institute of Technology, 701 Portland Avenue, Morrison, IL 61270.

EZMO members in attendance were: Glen Kuhlemier, Everett Pannier, Peg Haffey, Bill Robinson, Vicky Trager, Les Mitchell, Kim Ewoldsen, Bud Thompson, Dale Eizenga, Paul Engwall and Skip Lee. Also in attendance were Gary Camarano, Enterprise Zone Administrator and Sandy Prescott, Administrative Assistant.

PUBLIC COMMENT

Chairman Pannier called for public comment. There was none.

APPROVAL OF MINUTES

Chairman Pannier called for a motion to approve the distributed minutes dated October 18, 2016. Motion to approve minutes was made by Bud Thompson, second by Bill Robinson. Motion carried, unanimously.

ADMINISTRATORS FISCAL YEAR 2016 PROJECT AND FINANCIAL REPORTS

Balance of Funds FY2016

Administrator Camarano reported that the Enterprise Zone fund balance as of November 30, 2016 was \$273,901.31; at The Farmer's National Bank. Jo Carroll Enterprise Zone maintains funds in the amount of \$19,634.50 leaving a balance of expendable funds in the amount of \$254,266.81 in the Whiteside Carroll Account that is balanced with the Whiteside County treasurer's office.

Year End Expenditure Report FY2016 for Reimbursement to Whiteside County

Reimbursements to the county were estimated to be \$80,350.50 in the approved budget for FY16. However, payroll, benefits and a few other line items were lower due to Betty's retirement. Some projected areas needed to be readdressed, such as copies and unforeseen costs with the Enterprise Zone Application. Total expenses were \$116,812.08 the county portion is \$46,705.96 leaving the Enterprise Zone reimbursement to the county in the amount of \$70,106.13.

A motion to approve the FY16 Balance of Funds and the FY16 Expenditure Report for Reimbursement to Whiteside County was made by Bill Robinson and Seconded by Dale Eizenga. Motion carried, unanimously.

FY17 Budget for Approval

Discussion on the budget for FY17 shows some adjustments in the Mileage, Advertising/Legal Notices and Printing Areas. After a brief discussion of these areas a motion was made to approve the FY17 Budget as presented, by Paul Engwall; seconded by Dale Eizenga. Motion carried, unanimously.

Projects Recorded FY16

| FY16 Projects Report | # of Projects | Investment | Jobs Created | Fees Collected |
|---------------------------------|--------------------------|------------------------|-------------------------|---------------------------|
| 12/01/2015-11/30/2016 | 13 | \$17,040,243.00 | 38 | \$33,529.90 |

Chairman Pannier called for a motion to approve the FY16 Project's Recorded. A motion was made by Les Mitchell; second by Vicky Trager. Motion carried, unanimously.

Balance of Funds Dec 1, 2016 through Mar 31, 2017

Administrator Camarano reported that the Enterprise Zone fund balance as of March 31, 2017 was \$243,597.85; at The Farmer's National Bank. Jo Carroll Enterprise Zone maintains funds in the amount of \$15,647.03 leaving a balance of expendable funds in the amount of \$227,950.82 in the Whiteside Carroll Account that is balanced with the Whiteside County treasurer's office. An accounting error was made in the county treasurer's office on December 30, 2016. Whiteside County Public Transportation funds were accidentally deposited in the Whiteside Carroll Enterprise Zone account. This error was found when funds were balanced on January 3, 2107. A check from the Enterprise Zone needed to be written to give the funds back because the two entities are in separate banks and could not simply be moved by the treasurer's office.

Chairman Pannier called for a motion to approve the Balance of Funds report. A motion was made to approve as presented by Bud Thompson; seconded by Skip Lee. Motion carried, unanimously.

Projects Recorded FY17

| Quarter Projects Report | # of Projects | Investment | Jobs Created | Fees Collected |
|------------------------------------|--------------------------|---------------------|-------------------------|---------------------------|
| 12/1/2016-3/31/2017 | 6 | \$19,763,177 | 206 | \$41,468.55 |

Chairman Pannier called for a motion to approve the Projects Recorded Report. A motion was made to approve by Kim Ewoldsen; seconded by Dale Eizenga. Motion carried, unanimously.

OLD BUSINESS

UPDATE ON NEW ZONE APPLICATION

There is no new news to report on the application's status. The committee has until September 2017 to announce any news.

OTHER

The completed NIU Wage and Benefit Study has been received and a copy has been placed in each packet. Administrator Camarano is not seeing any surprises but will be going over it more thoroughly in the next few weeks.

LEAD GENERATION

Administrator Camarano has 2017 IPPE Leads for anyone who would like to have a copy and an electronic copy can be emailed to them. Please let Gary or the office know if you would like a copy and he will send out a pdf.

NEW BUSINESS

OTHER

The Whiteside Economic Development department hosted a "Doing Business with China" forum at Sauk Valley Community College on March 21, 2017. The forum was well attended with 53 businesses, area leaders and elected officials. Local businesses are being looked at to do export work with businesses in China. A list of potential businesses will be given to the China Consulate.

Whiteside County Economic Development and Sauk Valley Community College's Small Business Development Center are participating in a "Pilot Community Sponsored Enterprises Program" at Northern Illinois University.

Administrator Camarano will be attending the ILEDA Site Selector Forum & Consulate Diner next week.

A round table of community events was shared by each community who was present.

Thomson has put together a resolution and letters to ask that the Thomson BOP be fully exempt from the Federal Government hiring freeze. Vicky Trager asked the EZMO board for their support and wanting to stress how important the board feels this matter is; a motion was made to sign a "Resolution Urging the United States Attorney General to Fully Exempt the Federal Bureau of Prisons from the Federal Government Hiring Freeze" was made by Bud Thompson with a second by Glen Kuhlemier. Motion carried, unanimously.

ADJOURNMENT

There being no other business Chairman Pannier called for a motion to adjourn the meeting of the Whiteside County Enterprise Zone Management Organization. Bill Robinson made the motion, second by Les Mitchell. The motion carried, unanimously and the meeting was adjourned at 3:23 p.m.