

CHARLES CITY AREA DEVELOPMENT CORPORATION

Minutes 29 November 2023 Hybrid Meeting and in person at Charles City Council Chambers 105 Milwaukee Mall Charles City Iowa

Attendance: Andrews, Bahe, Elthon, C. Garden, E. Garden, Heitz, Herbrechtsmeyer, Kuhn, Kyle, Litterer, Melliere, O'Connell, Ott, C. Rottinghaus, P. Rottinghaus, Souder also Lisa Garden, TLC Board, Kristin Schaefer, MidAmerican Energy, Bob Steenson, Charles City Press, Staff, Fox, Schmitt

1. Call to Order, President Litterer: Meeting was called to order at 8:01 a.m.
2. Consideration of Minutes 25 October 2023 Andrews moved to Approve, Elthon 2nd (M/C)
3. Consideration of Financial Report 16 October 2023 – 15 November 2023: Melliere Moved to Approve, Heitz 2nd (M/C)
4. Floyd County Industrial Wind Energy Moratorium: Approved per Kuhn
5. Summit Carbon Solutions Hazardous Liquid Pipeline Petition, Iowa Utilities Board: Hearings will begin again in the spring of 2024 to allow for legal petitions to be filed and heard per Kuhn.
6. Housing Task Force Report (Andrews, E. Garden) Spotlight IFA, Tax Credit Director Derek Folden presented to the Task Force.
7. FY 2022 Floyd County Tourism Economic Impact Data, Ginger Williams, Marketing & Tourism Coordinator, Charles City Area Chamber of Commerce: tabled to next meeting as Ginger Williams was unable to make this meeting.
8. Golden Shovel Agency (GSA) Marketing Prospectus: Set up a call to get more details. Tabled to next meeting when more information is available.
9. CCADC 2025-26 Board of Directors Admixture: per Fox adding more inclusive aspect to the board.
10. American Chamber of Commerce Executives – International Economic Development Council Certificate in Workforce Development Fundamentals: Fox is enrolled in the course, need to pass exam to garner certificate
11. Corporate Transparency Act (CTA) of 2021: Shall affect a great many of our businesses, NIACC web seminar upcoming
12. Apples on the Avenue LLC Missive: A thank you for the 2nd Place prize money awarded to them in the business plan competition was sent by them to Tim and he shared with the board.

13. Action Granting CEO and President Power to Sign Documents Conveying Real Property to the City of Charles City Iowa for 13th Street Extension: C. Rottinghaus moved to approve, 2nd by C. Garden (M/C)
14. Application by TLC: The Learning Center within the Charles City Area Development Corporation Revolving Loan Fund:
 - a. Terms and Conditions: \$25, 000 Loan for 60 Months, 3% rate
 - b. Sources & Uses: 91-122 children paid for enrolment, investing in more tables and chairs per Lisa Garden TLC Board.
 - c. Executive Officers Recommendation: recommend granting the loan and also suggested using a food program and fundraisers to help with costs. Moved by Heitz to approve 2nd by Elton (M/C to grant the Loan with C. Garden abstaining.)
15. The Subjugated Tyrannized Ask Any Question! Feature: E Graden ask in what ways do you spike your cider. Elthon responded not cider but hot cocoa with a hot toddy.
16. Other/New Business: Fox congratulated O'Connell on being reelected as the city of Floyd's mayor and for the conclusion of the construction of highway 18/27 by Floyd. December 2023 Corporate Office Hours: Per Schmitt the Office will be closed for a staff Christmas lunch Thursday December 14 and December 25th and 26th for the Christmas Holiday and January 1 and 2 for the New Year holiday. P. Rottinghaus requested the Board of Directors be apprised of Strategic Plan progress
17. January 2024 Meeting Particulars: Per Schmitt will be January 24 at the Charles City Council Chambers.
18. Adjournment: E Garden Moved to Adjourn at 8:45, C Rottinghaus 2nd (M/C)

Respectfully Submitted,

Brenda Schmitt

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Office Manager