



**Mason County Promise Zone Executive Committee
Meeting Agenda
June 14, 2023 at 2:00 PM
Lakeshore Resource Network**

1. *Call to Order*
2. Limited Public Comment
3. *Approval of the Minutes from 10-19-22 (REF #1)*
4. *Approval of the Agenda*
5. New Business
 - a. Communications Policy: Sample (REF #2)
 - b. Addressing Chuck Wilbur's Questions about revisiting Promise Zone legislation (REF #3)
 - i. Clarification
 - ii. Draft responses
 - iii. *Approve for submission to MPZA, per 5-8-23 motion by Burwell*
 - c. Future Planning
 - i. Administration of Promise Zone Tax Capture funds held by Mason County
 1. Process after County Administrator's retirement
 - a. MOU?
 - b. Annual Audit
 - ii. 15% Administrative Funds
 1. Would it be worthwhile to set aside remaining unused administrative funds in a separate account, or line item annually?
 - iii. Growth Discussions
 1. Resume in July
 - a. Topics for consideration
 - i. Clarification on recent changes for Director, Board and Partners: Which changes are retroactive vs. effective in 2023?
 - ii. Understanding SET Capture, 15% Admin Cost, Projections
 - iii. Past discussions (REF #4): Educational Supplies Award (approved 2023), Success Coaching/Adding Staff, Transfer Scholarships, Expanding to Other Institutions
 - iv. Other topics?
 - d. Renewals
 - i. Regular Term Renewal for Legislative Appointment: Sample policy language (REF #5)
6. Old Business: None
7. Any Other Business:
8. Limited Public Comment
9. *Adjourn*