

## **Economic Development Board - Subcommittee on Organization July 24, 2013**

Present: Dickrell, Michalski, Wagner  
Absent: None  
Others: Barg, James-Mork, Olson, Sonnemann, Strey

Barg called the meeting to order at 3:32 p.m. in the City Hall 7<sup>th</sup> floor conference room.

### **Elect chairperson**

Dickrell nominated Michalski to be chairman. With no other nominations, the members voted 2-0 to elect Michalski as chairman, with Michalski abstaining.

### **Citizen comments – none**

### **Review subcommittee's mission**

Barg reminded everyone of the purpose for which the subcommittee was created, to study and report back to the full Economic Development Board with recommendations on these 5 identified areas from the action plan: organizational structure/relationship, use of the former revolving loan fund, workforce development, partnerships, and communications.

### **Discuss organizational structure/relationship**

Considerable discussion occurred on how the economic development function could best be structured to maximize effectiveness and to encourage productive relationships among the City and its partner organizations. Members also reviewed the key recommendations from the action plan that relate to organizational structure/relationships, and a consensus was reached on the following items:

- The Director of Planning & Economic Development should be accountable for the determination of roles, assignments, responsibilities, etc. within the overall EDB function. This position should also be held responsible and evaluated based on the EDB's performance and ultimate success in achieving its objects.
- No communications subcommittee needs to be created. The Director of Planning & Economic Development should lead the communication effort, calling on EDB members as needed to represent the EDB at various meetings and other functions.
- The City's Building Inspection Division should be placed under the Department of Planning & Economic Development, moved from the Public Works Department.
- Main Street should be evaluated for funds based upon how they help EDB meet its goals/objectives, like other vendors. This may be a reduction from current funding, but they can seek more funds from the BID, and room tax allocation from the City.
- Delay consideration of restructuring to make the Director of Planning & Economic Development the CDA's Executive Director. No decision should be made until after more research and evaluation, starting with the training sessions on CDAs.
- Keep evaluating the role of MACCI's "Business Development Director", possibly strengthening this position's authority and responsibilities within MEDA, but this should be based upon the ultimate mission and role of MEDA in the new structure.

**Determine report and presenter for July 30<sup>th</sup> EDB meeting**

Michalski agreed to present a report on the subcommittee's work at the EDB meeting on July 30<sup>th</sup>. Barg will give him a summary of the subcommittee's recommendations.

**Establish date/time for next meeting**

Barg will e-mail members to set up the next subcommittee meeting, after the next regular Economic Development Board meeting on July 30<sup>th</sup>.

With no other business before the subcommittee, the meeting was adjourned at 5:39 p.m.

Respectfully submitted,  
Steve Barg, City Administrator