

**Economic Development Board meeting
September 1, 2016**

Present: Buttker, Dickrell, Martin, Meissner, Trussoni, Wagner (Staab at 3:05 p.m.)
Absent: Sennholz
Others: Angell, Barg, Eloranta, Olson

Vice Chairman Dickrell called the meeting to order at 3:02 p.m. in City Hall, Room 108.

Approve minutes – August 2nd and August 16th

Buttker moved and Wagner seconded the motion to approve minutes from the August 2nd and August 16th meetings as presented. Motion carried.

Consider amending 2017 budget - additional request from Main Street Marshfield

Angell stated that the 2017 budget approved last month included \$5,750 for Main Street: \$5,000 for Flower Power; \$750 for the Executive Director. But Main Street is requesting a total allocation of \$12,250 as follows: Flower Power - \$8,000; Pop Up Shop - \$1,750; Recruitment visits – \$1,000; Third Thursdays - \$1,000; Downtown property/business owner meetings – \$500. Wagner expressed thanks for the Pop Up Shop program, saying he prefers to see \$1,000 more for Pop Up Shop, taking out \$1,000 from Third Thursdays.

Wagner moved and Dickrell seconded the motion to approve Main Street’s 2017 budget request, with the one change suggested by Wagner. Motion carried.

Discuss Community Square project

Angell said that the next step is to get proposals for the design engineering services. The timeline would be as follows: Board of Public Works/Council approval on October 11th, solicit project bids in February 2017, begin construction in April 2017.

Buttker moved and Meissner seconded the motion to recommend that the Board of Public Works/Council approve an RFP for design engineering services, authorizing appropriate city staff to execute the necessary agreement. Motion carried.

Angell gave an update on fundraising. So far \$450,000 has been pledged by large donors. Naming rights are being assigned for donations to the full park, splash pad, dining area, 3 corners, and 16 benchers. The goal is to get the necessary funds by January 1, 2017. The City and EDB are providing \$400,000 in total, and a \$250,000 grant application has been submitted. Eloranta stated that Main Street has also applied for a \$25,000 grant.

Continue Economic Development Organization discussion

Angell noted that this agenda item was canceled for today as Sennholz wasn’t able to line up those interested in the EDO concept to attend today’s meeting. However, he believes that will have people ready for the Board’s next meeting on September 15th.

With no objections from Board members, Dickrell adjourned the meeting at 3:35 p.m.

Respectfully submitted,
Steve Barg, City Administrator