## ECONOMIC DEVELOPMENT COMMISSION MINUTES February 12, 2008

# City of Waverly Council Chambers 7:00 a.m.

#### A. Call to Order:

1. Members Present: Jean Keller, Chairperson

Gary Bogenreif Gene Leonhart Patsy Reed Rick Schneider Dave Stevenson

Jim Willis Larry Young

Members Absent: Terry Van Laningham, Vice-Chairperson

City Officials Present: Jason Passmore, Economic Development Director

Dick Crayne, City Administrator Fred Ribich, Council Liaison

Connie Tolan, Economic Development Office Manager

2. Approval of Agenda:

Motion By: Jim Willis Seconded By: Larry Young

Move that the agenda be approved as printed.

Yes: 8 No: 0 Absent: 1

3. Approval of Previous Minutes:

Motion By: Gary Bogenreif Seconded By: Dave Stevenson

Move that the minutes of the January 8, 2008, Economic Development

Commission meeting be approved.

Yes: 8 No: 0 Absent: 1

#### B. Regular Business:

- 1. Update on Current Staffing
  - Economic Development Director Passmore reported that interviews for the Community Development & Zoning Official position are scheduled for this week.

#### 2. Waverly Area Career Opportunity Fair Information

Fred Ribich provided information to the Commission about the Waverly Area Career Opportunities Fair scheduled for March 25, 2008, from 11:00 a.m.—8:00 p.m. in the new W-SR High School Gym. This is a collaborative effort between Hawkeye Community College (HCC), the Waverly-Shell Rock School System and area industrial trades employers. Letters will be sent to prospective exhibitors this week. The Department of Economic Development will be the point of contact.

#### 3. Current Status of Economic Development Projects

Mr. Passmore updated the Commission on the following projects:

- a. Waverly Family Dentistry Alan Young, DDS, is in the process of building a dental office in SW Waverly. The City/Company Agreement was distributed and discussed. The agreement could go before City Council as early as February 18 if the signed agreement is received in time.
- b. Walgreens A site plan and the City/Company Agreement for a Walgreens store at the corner of West Bremer Avenue and 4<sup>th</sup> Street NW were distributed and reviewed. This project is planned to go before City Council on February 18.
- c. Smart Solutions Site Visit Smart Solutions, a consulting firm specializing in the field of economic development, conducted a site visit in Waverly on January 29. This followed the submission of a project proposal last fall. Following the visit, the consultants shared constructive feedback on the written proposal as well as the site visit.
- d. Monsanto Jason made e-mail contact with Monsanto representatives after they announced they were no longer pursuing a site in Black Hawk County. Many other counties have contacted them as well. They have indicated that their focus will be to locate along the Highway 20 corridor.

#### 4. Economic Development Plan and Strategy Discussion

- A proposal from Smart Solutions for facilitating the development of a strategic business plan and brand-building marketing strategy for Waverly Economic Development was reviewed and discussed.
- A Strategic Plan and Targeted Industry Study prepared for the Cedar Valley Economic Development Corp. were reviewed.

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C. Old Business: None

D. New Business: None

#### E. Next Meeting Date:

The next meeting is scheduled for March 11, 2008, at 7:00 a.m. in the City Hall Council Chambers.

#### F. Adjournment:

Motion By: Jim Willis Seconded By: Dave Stevenson

That the Economic Development Commission meeting be adjourned.

Yes: 8 No: 0 Absent: 1