# ECONOMIC DEVELOPMENT COMMISSION MINUTES January 13, 2015 Waverly City Hall Council Chambers

7:00 a.m.

## A. Call to Order

1. Voting Members Present: Dan Beenken, Chairperson (Arrived B.1)

Deb Schroeder, Vice Chairperson

Steve Egli Patsy Reed Brad Roling Jim Willis

Voting Members Absent: Mark Hanawalt

Julie Lindaman Dave Takes

Non-Voting Partners

Present:

Linda Allen, Hawkeye Community College

Jim Atty, Waverly Health Center Darrel Colson, Wartburg College

Chuck Infelt, Waverly Mayor

Ed Klamfoth, Waverly-Shell Rock Schools Dan McKenzie, Waverly City Council Liaison Travis Toliver, Waverly Chamber of Commerce

Darrel Wenzel, Waverly Light and Power

Non-Voting Partners

Absent:

Shelley Wolf, Bremer County

Staff Present: Bill Werger, Community Development Director

Connie Tolan, Economic Development Specialist

Phil Jones, City Administrator

2. Approval of Agenda:

Motion By: Roling Seconded By: Willis

Move that the agenda be approved as printed.

Yes: 5 No: 0 Absent: 4

3. Approval of Previous Minutes:

Motion By: Reed Seconded By: Roling

Move that the minutes of the September 16, 2014 Economic Development

Commission Meeting be approved.

Yes: 5 No: 0 Absent: 4

#### 4. Communication Items:

- Meeting notes from the October 14, 2014 meeting where there was no quorum
- Meeting notes from the December 9, 2014 meeting where there was no quorum
- Schedule of Meeting Dates for 2015
- Member List Send any changes to Connie Tolan

## B. Mayor's Roundtable Discussion

Mayor Chuck Infelt facilitated a roundtable discussion that centered around Waverly's strengths and what attracts people to the community, as well as what challenges and opportunities the community faces.

# C. Regular Business

1. Confidentiality Statements to be Completed by All Participants

All participants were asked to sign a Statement of Confidentiality and Disclosure of Interest Form related to business discussed in Economic Development Commission Meetings. Completed forms are to be returned to Connie Tolan.

#### 2. Election of Officers

Per Chapter 33 of the Waverly Municipal Code, the first organizational meeting of the Economic Development Commission held each year is the time and place to elect a chairperson and vice-chairperson. The elected officers shall serve concurrent terms of one (1) year.

Motion By: Beenken Seconded By: Roling

Move that <u>Deb Schroeder</u> be elected Chairperson of the Economic Development Commission for the 2015 term.

Yes: 6 No: 0 Absent: 3

Motion By: Beenken Seconded By: Roling

Move that <u>Jim Willis</u> be elected Vice-Chairperson of the Economic Development Commission for the 2015 term.

Yes: 6 No: 0 Absent: 3

3. Discuss Proposed Economic Development Policies and Application for Financial Assistance

Due to time constraints, the draft Economic Development Policies were discussed only briefly. Comments revolved around the need to keep the policies flexible and that's why they have been referred to as strategies in the past. Commissioners were asked to contact Bill Werger with any further questions or comments. The draft policy will be introduced to the City Council for review at the January 26<sup>th</sup> Study Session.

4. Closing Comments from Participants

None

## D. Old Business

None

## E. New Business

None

## F. Next Meeting Date

The next meeting is scheduled for February 10, 2015 at 7:00 a.m. in the Council Chambers at Waverly City Hall.

## G. Adjournment

Motion By: Willis Seconded By: Roling

That the Economic Development Commission meeting be adjourned.

Yes: 6 No: 0 Absent: 3