## ECONOMIC DEVELOPMENT COMMISSION MINUTES December 13, 2016 Waverly City Hall – Council Chambers 7:00 a.m.

## A. Call to Order

1.	Voting Members Present:	Deb Schroeder, Chairperson Steve Egli, Vice Chairperson Heidi Abben Tammy McKenzie Troy Miller
	Voting Members Absent:	Mark Hanawalt Gene Lieb Ann Rathe
	Non-Voting Partners Present:	Jim Willis Darrel Colson, Wartburg Chuck Infelt, Mayor Ed Klamfoth, W-SR Schools Heidi Solheim, Waverly Health Center Travis Toliver, Waverly Chamber
	Non-Voting Partners Absent:	Darrel Wenzel, Waverly Utilities Linda Allen, Hawkeye Community College Jim Atty, Waverly Health Center . Dan McKenzie, City Council Liaison
	Staff Present: Staff Absent:	Bill Werger, Economic Development Director James Bronner, City Administrator Connie Tolan, Economic Development Specialist
2.	Approval of Agenda:	
	Motion By: Egli	Seconded By: McKenzie
	Move that the agenda be approved as printed.	
	Yes: 5 No: 0	Absent: 4
3.	Approval of Previous Minutes:	
	Motion By: Miller	Seconded By: Abben
	Move that the minutes of the November 8, 2016 Economic Development Commission Meeting be approved.	
	Yes: 5 No: 0	Absent: 4
4.	Communication Items: a. 2017 Meeting Schedule	

 a. 2017 Meeting Schedule Included in your packet was the 2017 Economic Development Commission meeting schedule.

## B. Regular Business

1. Review FY 2017-2018 Goals and Objectives

Werger led a discussion on the 2017-2018 goals and objectives that have been changed slightly based on feedback since the last commission meeting. The commission discussed the setup of business visits and mentioned trying to get to 2 businesses a month. Werger explained the Cedar Valley Regional Partnership and the benefits. The commission agreed how important it is to have sites ready for new and expanding businesses. A company may look over Waverly if a site is not readily available. Werger has been working on the Urban Revitalization Plan. The commission discussed the priority projects, programs, policies and initiatives.

2. Consideration of Economic Development Assistance Strategy

Werger led the discussion of the economic development strategy. He stated that the staff will have a guideline to look at when recruiting businesses. The amount will be based on various factors such as tax increment generated and number of quality jobs. The number of quality jobs guidelines will be the same as what the state of Iowa uses. Werger would like the commission members to read through the Resolution prior to the January meeting when he will ask to approve the Resolution.

3. Updates from Participants

Solheim mentioned that the USDA loan for the hospital is at the government review stage. As of January 1<sup>st</sup> the interest rate will increase 1%.

Wenzel stated that Waverly Utilities is building marketing tools to promote what they have to offer to Waverly businesses.

C. Mayor's Roundtable Discussion

None

D. Old Business

None

E. New Business

None

F. Next Meeting Date

The next meeting is scheduled for Tuesday, January 10, 2017 at 7:00 a.m. in the Civic Center at Waverly City Hall.

G. Adjournment

The Economic Development Commission meeting was adjourned.