Minutes

Economic Development Commission September 18, 2007 City of Waverly Conference Room (Administration Office) 7:00 A. M

Commission Members Present: Terry Van Laningham, Gene Leonhart, Jim Willis, Patsy Reed, Larry Young, Gary Bogenreif, Rick Schneider, Jean Keller and Council Liaison Fred Ribich. Absent: Dave Stevenson. Staff present: Dick Crayne, Jo Raap.

1. Approve Agenda.

Moved By: Young Seconded By: Bogenrief That the agenda for this meeting is hereby approved.

All voted aye.

2. Approval of minutes.

Moved By: Leonhart Seconded By: Willis
That the minutes from the August 14, 2007 meeting are hereby approved
All voted aye.

3. Update on Economic Development Director recruitment process.

Administrator Crayne reviewed the interview process for three candidates for the City's Economic Development Director position. The three candidates were interviewed by three teams on September 5th and each team member submitted a written evaluation of each candidate. Mr. Crayne informed the Commission that there is one more candidate that will be interviewed by two teams on Thursday morning September 20th and those teams will also submit a written evaluation after their interview with the final candidate. Mr. Crayne stated that a candidate will be chosen soon but was uncertain about support staff. Council had approved the remodeling of the Leisure Services Department. The office will be divided to house the Economic Development Director and support staff and the Leisure Services Director and his support staff. It will be decided dependent on each candidate's background what training is needed when the Director assumes the position.

Mr. Crayne will inform the Commission of his choice for the Economic Development Director.

4. Update on Current Status of Economic Development project.

Mr. Crayne reviewed with the Commission some marketing efforts that have developed recently. Kutzner Cabinets was to purchase the land adjacent to Rubber Development but withdrew their offer. Rubber Development has been working with a contractor to expand their facility and has informed Council that they would like to purchase the two parcels adjacent to their building. Other development projects may be forthcoming in the near future. Administrator Crayne also stated that land

for additional industrial park areas for future economic development opportunities may be needed. Mr. Crayne also updated the Commission on the Cedar Valley Regional Partnership. On Thursday, September 20, 2007, at Hawkeye College, the newly-formed six-county Cedar Valley Regional Partnership will present their new Economic Development Marketing-Sales Strategy. The City is part of the six county regional partnership. The State of Iowa is promoting regional collaboration to maximize economic development success. Said strategy is a three year program headed by the Iowa Department of Economic Development. Other surrounding communities needing assistance from the City's Economic Development Department with their development projects can participate and partner with the City financially.

5. Set Next Meeting Date: October 16, 2007

Commission adjourned at 8:00 A. M.

6. **Moved By: Van Laningham Seconded By: Schneider** To adjourn.
All voted aye.