

ECONOMIC DEVELOPMENT COMMISSION MINUTES
January 8, 2008
City of Waverly Council Chambers
7:00 a.m.

A. Call to Order:

1. Members Present: Jean Keller, Chairperson
 Terry Van Laningham, Vice-Chairperson
 Gary Bogenreif
 Gene Leonhart
 Dave Stevenson
 Jim Willis
 Larry Young

Members Absent: Patsy Reed
 Rick Schneider

City Officials Present: Jason Passmore, Economic Development Director
 Connie Tolan, Economic Development Office Manager
 Fred Ribich, Council Liaison

2. Approval of Agenda:

Motion By: Terry Van Laningham Seconded By: Gene Leonhardt

Move that the agenda be approved as printed.

Yes: 7 No: 0 Absent: 2

3. Approval of Previous Minutes:

Motion By: Jim Willis Seconded By: Gary Bogenreif

Move that the minutes of the November 13, 2007, Economic Development Commission meeting be approved.

Yes: 7 No: 0 Absent: 2

B. Regular Business:

1. Update on Current Staffing

- Economic Development Director Passmore reported that approximately 20 applications have been received for the Community Development & Zoning Official position and are in the process of being reviewed.

2. Update on Economic Development Plan and Strategy

Mr. Passmore reported that information is being gathered. The Commission would like to have information available to review at the next meeting.

3. Update on Current Status of Economic Development Projects

Mr. Passmore updated the Commission on various current projects as follows:

- a) Smart Solutions will be conducting a site visit in Waverly on January 29, 2008. Jason will be contacting individual Commission members asking for volunteers to participate.
- b) Within the next 2 weeks, Jason will be visiting with City Councils in the following communities to discuss support for economic development: Denver, Shell Rock, Readlyn, Janesville, and Plainfield.
- c) Riggs 4th Street Investments, L.C. is purchasing a piece of property adjacent to their property in the Waverly Industrial Plaza. They plan to construct a new 12,500 square-foot retail and office facility within the next year. The additional land is needed to accommodate the parking requirements for phase 2 as well as a future phase 3. Their plan also includes storm water management. They are not requesting financial assistance at this time.
- d) Allen Hospital is locating a Women's Clinic in one of the Big 6 properties on East Bremer Avenue.
- e) Initial discussions have occurred regarding the Security State Bank property along 10th Ave SW. Early concepts involve professional office buildings and City incentives were requested. The actual property is not in the TIF district but 10th Avenue SW is. Therefore, consideration could be given to the construction of new turning lanes.
- f) John Monaghan has filed a plat for Monaghan Business Park in southeast Waverly. This plat created 7 lots zoned M-1 (Light Industrial). Four of those lots have existing structures and 3 lots are available for development.
- g) Plans, specifications, form of contract and estimated cost for the 1st Street NW Municipal Parking Lot project were approved at the City Council meeting on January 7. Construction is planned for summer 2008.

- h) Plans and construction for the restaurant at the corner of 1st Street NW and West Bremer Avenue are moving forward. FEMA granted a Letter of Map Amendment (LOMA), and building code items are being addressed. The City will create a plat to allow the adjacent property to the east of the business to be sold to the business owners, allowing for a side entrance for the restaurant.
- i) One new regional contact lead was received for a call center with wages of \$10/hour. A 50,000 square-foot existing building is a requirement. The building in the Industrial Plaza currently leased by CUNA is 30,000 sf, but it could be added onto. Jason contacted CUNA about future plans for the building. CUNA currently has a lease for the building and they are in the process of reviewing their options for the long-term.
- j) Fred Ribich informed the Commission about the Waverly Area Career Opportunities Fair scheduled for March 25, 2008. This is a collaboration between Hawkeye Community College (HCC) and the Waverly-Shell Rock School System. HCC would like to locate a vocational training center in Waverly, and the goal of the fair is to inform junior high and high school students, parents, and others about career opportunities in the industrial trades arena.
- k) The Robertson & Brye property along the north side of 10th Avenue SW and along the west side of 16th Street SW is currently going through the rezoning process from agricultural to commercial. The owners have stated that their request is for speculative development and includes all of the existing farmland.
- l) The Miller project at the old Wal-Mart site is moving forward. Out lots are planned along 4th Street SW and review of the Shopping Center Plan Amendment will be conducted at Planning and Zoning and City Council.
- m) The potential new retail development for downtown Waverly, at the corner of West Bremer Avenue and 4th Street SW, is still in progress.
- n) There is a prospective company looking at developing a new product in Readlyn. They would be requesting assistance from the City of Readlyn.

Economic Development Commission Minutes
January 8, 2008

C. Old Business: None

D. New Business: None

E. Next Meeting Date:

The next meeting is scheduled for February 12, 2008, at 7:00 a.m. in the City Hall Council Chambers.

F. Adjournment:

Motion By: Terry Van Laningham

Seconded By: Gary Bogenreif

That the Economic Development Commission meeting be adjourned.

Yes: 7

No: 0

Absent: 2