



Yes: 6                      No: 0                      Absent: 1                      Vacant: 1

3. Approval of Previous Minutes:

Motion By: Lieb    Seconded By: Miller

Move that the minutes of the November 10, 2020 Economic Development Commission Meeting be approved.

Yes: 6                      No: 0                      Absent: 1                      Vacant: 1

B. Regular Business

1. Welcome New Commission Members and Recognition of Outgoing Members

Werger thanked outgoing commission members Dierks and Stevenson and welcomed new commission members Westendorf and Geise.

Westendorf and Geise introduced themselves.

2. 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.

The Chairperson will be elected at the March meeting.

Motion By: Grace    Seconded By: Miller

Move that Steve Egli be elected Vice Chairperson of the Economic Development Commission for the 2021 term.

Yes: 6                      No:                      Absent: 1                      Vacant: 1

3. Economic Development Commission Annual Update to City Council on March 22<sup>nd</sup>

Tolan prepared a document reflecting on the commission's activities in 2020 that can be used as a guide for the update to Council on March 22<sup>nd</sup>.

Egli is unable to attend the March 22 Council meeting but is willing to discuss the update with the newly-elected Chair. Egli stated that additional commission members are always welcome to attend and support the commission at the Council meeting.

4. Formation of Joint Committee on Irving School Development with Planning and Zoning Commission

Werger announced that a joint committee with Planning and Zoning Commission members will be formed to discuss development on the former Irving School site. He asked for 3 volunteers from this commission to participate. Troy Miller, Travis Toliver and Bob Buckingham volunteered to be a part of the joint committee.

5. Economic Development Strategic Planning with UNI's Institute for Decision Making (IDM)

The commission has had many discussions regarding the role of the commission. UNI's Institute for Decision Making provided a proposal for strategic

planning. Staff has budgeted for this in the next fiscal year, so if the commission agrees to move forward, we would be able to start as of July 2021.

Buckingham thinks this is an excellent approach. He wants to make sure they really listen to our priorities. He would appreciate being able to show his ideas to them.

Atty said the hospital used them and they have a great approach. The price is great with an end product tailored to their organization.

Grace mentioned that we have had a hard time determining our role in the past and if they come in and ask the right questions and help get us organized, then he thinks it will be great. He is encouraged by Atty's view on the group.

Atty said IDM's goal is to help us throughout the process, but their ultimate goal is to give us a plan. If they are here to develop a plan and we still don't know what our direction is, his fear is that we haven't laid the groundwork on how to move it forward.

Waverly Health Center was asked for a lot of information before IDM created their plan and the Directors brought a lot of information with them during the first meeting.

Werger said we still have meetings prior to July that we can prepare information that should be given to them ahead of time.

Solheim liked that IDM followed up 6 months after putting the plan in place to see how they were keeping on track.

### C. New Business

Klamfoth said the W-SR School District is having a bond vote on March 2<sup>nd</sup> for 2 new elementary buildings and updates to the high school and Shell Rock elementary buildings. They are still negotiating locations.

Wenzel said Waverly Utilities is ahead of schedule on their fiber construction. The goal was to reach the outer service area within 5 years but they were able to complete that in just under 4. They are now extending outside the electric utility territory line.

Werger said staff is hearing that employers have many open positions and urges everyone to post their open positions on the Waverly Job Board.

Miller said activity is good at GMT. They are hiring and offering to help with relocation expenses.

Egli like having the Economic Indicators Report included and asked if he could sign up to receive them. Tolan said the report is created quarterly and posted online. She is currently revamping the newsletter these usually go out with.

Toliver said the Snow Walk Sales went well. The Chamber plans to run community events in 2021 as normal. The old Orchard Hill Church building has been sold. Group Benefits has 5 offices open where everything is furnished if anyone is looking

for shared office space. The Business Development Committee is working on recruiting a local bookstore to Waverly.

Solheim said the WHC project is on schedule.

D. Next Meeting Date

Werger asked if we prefer meeting in person or via Zoom. A proclamation is no longer in place declaring a public emergency because of COVID-19 as stated on the top of our agendas determining that an in-person meeting is impossible or impractical without violating the Governor's mandates.

The commission prefers to continue meeting via Zoom until more vaccines are available.

We will discuss this at each meeting to make a determination for future meetings.

The next meeting is scheduled for Tuesday, March 9, 2021 via Zoom

E. Adjournment

The meeting was adjourned.