

These minutes are submitted by the Community Development Director and are not official until approved by the City of Evansville Economic Development Committee.

City of Evansville Economic Development Committee
Monday, January 16, 2017, 6:00 PM
City Hall, 31 S. Madison St. Evansville, WI

MINUTES

1. Call to Order – Chairperson called the meeting to order at 6:02pm

2. Roll Call:

Members	Present/Absent	Others Present
Gene Lewis (Chair)	P	Community Development Dir., Jason Sergeant
Erika Stuart	P	
Derek Allen	P	
Sarah Bauer	A	
Abbey Barnes	A	
Sue Berg	P	
Brandon Rutz	P	

3. Motion to Approve Agenda – Berg/Rutz, passed unanimously.

4. Motion to waive the reading of the minutes of the November 21, 2016 regular meeting and approve them as printed –Berg/Stuart, passed unanimously.

5. Citizen Appearances, other than listed agenda items – Chairperson asked for any comments from the public, none were presented.

6. Monthly Report

a. City Report on Economic Development Activities – Sergeant presented his staff report, including:

- DeLong Co and UB&T Expansions are underway, no guidance on completion dates
- Continue to work with future business owner of a drive in theatre concept and WHCOC on possible funding partnership. No forward momentum yet.
- C.D.I grants from WEDC are available for downtown catalyst projects that are instrumental to a downtown and incorporate density and multiple users. Community Development Director is directly pursuing a possibility to use this grant on an upcoming downtown project.
- Website development is substantially complete, City staff is uploading content now, send suggestions as they come up. Small bugs will continue to be seen and reported to developer.
- HPC and the WI-SHPO have approved the demolition of 19 E Main Street, keeping the foundation stone walls intact. Owners have expressed a willingness to rebuild on site, but no formal plans have been submitted for review. Community Development Director established historic tax credits are not likely available for the structure.

- Plan Commission has started the updates to business zoning districts, increasing density and mix of uses, reducing parking and setbacks.
- Plan Commission reviewed a proposal for “Lot 3” on Brown School Road that would add townhouses, rental apartments and retail space all on the same site.
- Windmill Ridge is working to have lots buildable in spring “Lot 30” (Stonewood Grove) is working on a new final plat submission that restructures the initial approach of only rentable units.
- I & E club made Evansville front page news in the Janesville Gazette after a successful Wacky Invention Contest. Conversations have continued on the importance of niche groups that communicate and work together.
- Mama Rita’s is open and will be hosting the Chamber Community Meeting this month, you should all attend.
- Community Development Director is working closely with local land owners and developers to find a home for the USPS here in Evansville.
- ***14 W Main has additional space available***
- ***9 W Main has space available with many inquiries coming in***
- Continue work with two businesses in very early stages, funding and space are challenges.
- Working with a new business trying to locate 7,000 to 10,000 SQ FT of warehouse/office space in early 2017. (Funding has still not been verified for the project to move forward)
- Hiring Process for full-time building inspector/code enforcement staff person will have begun this month, send any possible applicants or ways to advertise to the
- Community Development Director
- Property Maintenance Ordinance has been passed, this will affect all residential and business properties in the city, requiring a minimum level of maintenance to preserve property values.
- General updates to the zoning ordinance are continuing
- **2017 Economic Development Committee Primary areas of focus and Goals:**
 - **Populating and updating new website consistently**, “Grow your business” page.
 - **Identify a site that can be “Gold Shovel Certified” for industrial development**
 - **Create a regional profile sheet** for Marketing Evansville as a place to grow and develop. Also create marketing material for Bauer House Lot as a mixed use downtown opportunity.
 - **Populate an available properties database** with Chamber.

b. Chamber of Commerce Report – Rutz summarized an email report from Slaback.

a. Tourism Commission Report –Discover Wisconsin preview will happen on January 16th and a community preview on February 11th. Tourism is working on site content for website. Next meeting is Feb 7th.

7. New Business

- a. **Staff update regarding Building Inspector and code enforcement** – Sergeant informed the Committee that the advertisement for a Building Inspector will be open until the 17th. An expected transition will occur around April 1st.
- b. **Staff update regarding B-3 and b-4 Business District Zoning Code changes** – These ordinances are going to plan commission next month, allowing a larger variety of uses in the zoning districts.

8. Old Business

- a. **Review Smart Growth Comprehensive Plan** – Sergeant encouraged all to continue to review that chapter regularly/
- b. **Staff update regarding new city website development** – Sergeant gave a brief preview of the site. The goal is to have the site up mid-February before the 18th. Minimal information will be available at launch, with full content being added over time.
- c. **Staff update regarding economic development marketing video** – Sergeant discussed the progress thus far and shared a preview of the most recent draft. Committee discussed possible updates making the video more focused on business start-ups. Some discussion items: leaving out comments about corralling animals, better example of entrepreneurial spirit, regional location, transportation, landmark coop, low cost of doing business, 1:40 to 2:40 of video is good.

- 9. Education and News.** Committee discussed “Advancing the Economic Development Element – APA”

10. Meeting Reminder: Next regular meeting February 20, 2017, 6:00 pm

- 11. Motion to Adjourn** –*Berg/Stuart, passed unanimously.*