

MEETING MINUTES
Economic Development Commission Meeting
Meeting Date February 5, 2020

Vice Chair Melton called the meeting to order at 6:09PM

<u>ROLL CALL</u>	<u>PRESENT</u>	<u>ABSENT</u>
Sarah Kinkade.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Secretary Tom Reel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eric Wolf.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Stegmann	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chair Charlie St. Onge	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tom Weis	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice Chair Melton.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FJ Schue	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marc Pemberton.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Also present were:

Ada Hood, City Planner

Others: None

PLEDGE OF ALLEGIANCE

Vice Chair Melton led the Pledge of Allegiance

APPROVAL OF AGENDA

Commissioner Weis moved to approve the Agenda, and was seconded by Commissioner Wolf

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Sarah Kinkade.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Tom Reel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eric Wolf.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ben Stegmann	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chair St. Onge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tom Weis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chair Melton....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FJ Schue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marc Pemberton.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

APPROVAL OF MEETING MINUTES

Commissioner Weis moved to approve the Meeting Minutes for November 5, 2019 and November 14, 2019 and was seconded by Commissioner Wolf.

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Sarah Kinkade.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Tom Reel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eric Wolf.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ben Stegmann	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chair St. Onge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tom Weis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chair Melton....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FJ Schue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marc Pemberton.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

2019 RECAP- SET 2020 PROJECTS

PROMO VIDEO: City Planner Hood summarized the Promo Video Project

MEDIAN BANNERS: City Planner Hood summarized the median banners project. It was discussed that the SHOP LIVE DINE banners would be replaced as needed. While the City’s seasonal banners would be replaced with the season. The red holiday banners will be replaced in the spring.

SURVEY: City Planner Hood summarized the survey project. No follow up survey was discussed for 2020

TRAINING PROGRAMS: Vice Chair Melton described the “Access to Capital” training program scheduled for Spring 2020. City Planner Hood summarized the “Doing Business in Ellisville” scheduled for Fall 2020 (early October). She added that work has already begun on developing a professional brochure for the two training programs. A digital copy of the brochure will be emailed to every business. A hard copy will be added to every New Business packet and available at City Hall. Each Commissioner will also receive hard copies to disseminate to select businesses to boost attendance at the training programs.

It was decided that additional (possibly more than 2 training programs) and different topics for 2021 would be discussed after the “Doing Business in Ellisville” training program was completed in the Fall.

AWARDS PROGRAM: Vice Chair Melton summarized last year’s event. It was decided that an additional category would be added to the awards; Big Business.

Big Business Criteria:

- Sponsorship of community events

- Number of Employees
- Contribution to the City
- Engagement in the City (meaning other ways the business adds to city Quality of life)

It was decided that the 2020 venue would be either, the new retirement center or Allen Roofing (basement). Some discussion regarding the remodeled Bueckman Dealership but, the current thinking is the area may not be larger enough. It was discussed and decided that the early bird registration would be offered until 30days prior to the event. It was also discussed and decided that all winners, or a representative, must be present at the event to accept the award. This language will be added to the application. The Commission agreed that photos of the 2019 event should be incorporated into the 2020 event forms and website (including on-line application). The Commission agreed on the purchase of a new PA system. All items were confirmed by unanimous votes

The Commission discussed and decided to open up a bid process for the catering. City planner Hood will draft specs to post on the City's website. The specs will include quantitative and qualitative line items. The deadline to submit bids will be approximately the end of April or early May 2020. The EDC will make final selection at the May meeting. City Planner Hood agreed to send the link to the catering bid information once it was posted. The link will be shared with any Ellisville business requesting the information.

DECALS: City Planner Hood stated that approximately 100 business are still left to contact and verify start dates. It was discussed and decided that the decals would be 6" in size. The Commission agreed that adding that start year on the decals was preferable over the number of years in business.

SIDEWALK LUMINAIRE SIGNAGE: City Planner Hood agreed to have a draft sign program for the Sidewalk Luminaires by the May meeting.

The Commission discussed veteran banners. Secretary Reel agreed to conduct preliminary research on the number of living veterans for each war residing in Ellisville. Commissioner Wolf agreed to follow up with Police Chief Lewis about possibly funding the banners and installation through their benevolent fund.

EMPLOYMENT SHORTAGE: City Planner Hood indicated that the survey deployment has been on the back burner. The Commission agreed to continue this discussion to May 2020.

NEW BUSINESS

FACEBOOK GROUP: City Planner Hood relayed Chair St. Onge's idea/suggestion for creating a new Facebook group for Ellisville businesses. It was decided that draft rules for membership should be developed. The group would be open to business owners or managers (versus subordinate employees). It was agreed that staff should research other City FB groups. The Commission requested to continue this discussion to the May meeting, when Chair St. Onge was in attendance.

STATUE MEMORIAL: Vice Chair Melton shared an idea for a new memorial to honor deceased infants. He stated that in Washington, Mo.; a similar memorial has been installed. Parents are able to purchase bricks in honor of their infants. He stated that there is a need; when a parent(s) miscarries a child, there is no burial or place to remember the unborn child.

It was discussed and decided that the idea would be forwarded to the Art & History Council. The A&H Council is better established to raise funds to purchase a statue.

ADJOURNMENT

The meeting adjourned at 8:20PM.