

FORWARD NEW RICHMOND
June 20, 2018
Meeting Minutes

The meeting was called to order at 12:00 p.m.

Roll call was taken.

Members Present: Summer Seidenkranz, Heather McAbee, Cathy Longtin, Karl Skoglund, Paul Mayer, Tom Mews, Susan Lockwood, Rob Kreibich

Members Absent: Mike Montello

Others Present: Seth Hudson, Beth Thompson, Mike Darrow, Rae Ann Ailts, Lori Brinkman

Karl Skoglund moved to adopt the agenda as presented, seconded by Heather McAbee, and carried.

Tom Mews moved to adopt the minutes from the previous meeting dated June 14, 2018, seconded by Rob Kreibich, and carried.

Beth Thompson discussed the Forward New Richmond Mission/Values/Goals. Susan Lockwood stated the mission should be reassessed every six to nine months; group agrees.

Benchmarks

Seth Hudson (Cedar Corporation) explained the economic development benchmarking process. He walked through the reasons behind benchmarking and the incentives involved. Benchmarking allows a jurisdiction to tie incentives to community-supported outcomes and helps track results. Common examples of benchmarking are: total project investments, jobs created, quality of jobs created, average hourly wages, net increase in tax base, and leveraged investments (public vs. private).

Plan Process

Beth Thompson outlined the City's process for business plan submittals (for new businesses and existing business expansions). There is one main point person at the City (typically Beth) who oversees the process from start to finish. The process begins with discussions between the business and/or developer and City staff. Developers submit site plans to the City which prompts a formal review process. The review process begins with site design standards and zoning ordinance compliance. Developers are given a checklist of items that need to be completed. The site plan review process typically takes 30 to 60 days. Plans then go to the Development Review Committee (DRC), for a thorough review. The DRC returns feedback to the developer in memo form. The DRC works with the developer and makes a recommendation to the Plan Commission who in turn approves or denies the plans. Based on the application request, the Plan Commission will make the final decision or they will make their recommendation to the City Council who then vote to approve or deny plans.

Closed Session: Karl Skoglund moved to go into Closed Session per State Statute 19.85 (1)(e) to discuss TID #6 and TID #7, seconded by Heather McAbee, and carried.

Open Session: Paul Mayer moved to proceed as discussed and agreed upon in closed session, seconded by Cathy Longtin, and carried.

Communications/Miscellaneous:

- none

Paul Mayer moved to adjourn the meeting, seconded by Rob Kreibich, and carried.

Meeting adjourned at 1:42 p.m.