



CITY OF ST. FRANCIS
ECONOMIC DEVELOPMENT
COMMITTEE

SEPTEMBER 11, 2018
5:30PM

NOTICE

There will be an Economic Development Committee meeting on Tuesday, September 11, 2018 at 5:30pm in the West Committee Room at the St. Francis City Civic Center located at 3400 E. Howard Avenue.

ECONOMIC DEVELOPMENT COMMITTEE AGENDA

1. Call to Order
2. Minutes of the meeting held August 14, 2018.
3. Discussion and Possible Action Items
 - A. Business of the Year Items
 1. Agenda/Presentation Discussion
 2. Emcee Update
 3. Marketing
 - a. Ticket Sales Update
 - b. Business Journal/NOW/Biz Times
 4. EDC Responsibility/Goals for Dinner
 - B. RFP for Marketing Firm (not in packet)
 1. Proposals Received
 2. Next Steps
 - C. City Development Opportunities/Updates and Potential Next Steps
4. Correspondence
5. Adjourn.

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, who have a qualifying disability under the Americans with Disabilities Act. Request should be made as far in advance as possible, preferably a minimum of 48 hours. For

additional information or to request this service, contact the St. Francis City Clerk at 481-2300. The meeting room is wheelchair accessible from the East and West entrances.

Note: There is the potential that a quorum of the Common Council and/or any other Committee, Commission or Board may be present.

MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD AUGUST 14, 2018

Present: Chairman Tom Bilot, Vice-Chair Brian McManus, Rick Wier, Bryan Kamm, Jay Iverson, Tom Dillon, Caryle Babcock, Greg Schlecht, Charles Buechel, Mayor Tutaj, City Administrator Johnsrud

Absent: Sandy Jaskulski, City Engineer Dejewski

Also Present: City Clerk/Treasurer Uecker, Alderwoman Schandel

Call to Order:

Chairman Bilot called the meeting to order at 5:30 p.m.

Minutes:

Moved by Mayor Tutaj, seconded by Rick Wier to place on file the minutes of the Economic Development Committee meeting held July 10, 2018. Motion carried.

Business of the Year Dinner:

Tickets are now available for sale at the Civic Center. Per Tom Dillon, meal choices need to be given to the St. Francis Brewery 10 days prior to the event. As in the past, choices are a fish, chicken or beef entrée. There are 100 tickets available and Joan Kelly from Lovely Salon and Spa has requested 20 tickets to purchase. A discussion was held on the process of selling tickets for the new committee members.

Several members of the Committee will meet with representatives of St. Francis Brewery prior to the dinner to see a floor plan for the seating. Currently, the Brewery is set with square tables that will seat 4 per table. Depending on the attendance, the booths may be used for seating as well.

The City is working on the press release for the event. Once it is completed, it will be forwarded to the South Shore Now and the Business Journal. Brian McManus stated he will provide a contact for the Business Journal. The release will also be forwarded to developers working within the City.

Discussion was also held on getting a speaker for the event. The City will work on contacting a speaker for the event and will report back to the Committee.

RFP for Marketing Firm:

RFP's have been sent out to approximately 15 firms. Proposals are due back to the City on September 10th.

City Development Opportunities/Updates and Potential Next Steps:

City Administrator Johnsrud informed the members that the City will be closing on the southwest corner of Kinnickinnic and Howard Avenues within the next week. He also stated that the Animal Hospital is going to be submitting another proposal for the northeast corner.

Correspondence:

None

Adjourn:

Moved by Mayor Tutaj, seconded by Charles Buechel to adjourn. Motion carried.

Time: 5:50 p.m.