

**CITY OF PORT WASHINGTON
ECONOMIC DEVELOPMENT COMMITTEE MINUTES
WEDNESDAY, NOVEMBER 19, 2014
HISTORICAL SOCIETY RESOURCE CENTER**

Chairman Mlada called the City of Port Washington Economic Development Committee meeting to order at 8:30 am at new Port Historical Society Resource Center.

Roll Call of Members: Present were Mayor Tom Mlada, Nick Deering, Nels Andersen, Doug Arnold, Steve Schowalter, and Gerry Schwarz. Also present was Randy Tetzlaff, Director of Planning and Development.

Public Appearances and Comments: Wayne Chrusciel welcomed the members and invited them to stay afterward for a tour of the new Port Explorium.

Minutes of the Previous Meeting: The minutes of the previous meeting stood approved as distributed.

Relevant Updates: *ExporTech* – Mlada mentioned that tomorrow (November 20th) there will a county-wide hosted by OED on exporting. Regarding ExporTech, while over 20 businesses were contacted; only one, Kleen Test has expressed interest. We will continue to attract interest as will OED. Starting date will likely be pushed back until January but the State is still committed. *Downtown Master Plan* – Mlada and Tetzlaff gave a quick overview of the process of selecting downtown redevelopment sites; a consultant; and the preparation of a development plan for those sites.

Old business: *Hiring of Intern* – Mlada reported that a decision was made to hire Leah Kapp who will begin work on December 1st. We are hoping to keep her for some time since she will not graduate until December of 2015. Her initial responsibilities related to EDC include the Business Recognition Program; E-Newsletter; and Produced in Port. Comments made by the members included having the goals sheet available at every meeting; linking the newsletter to the web site and making it quarterly at a one-page maximum. There was discussion about using Google Docs as a way to communicate between staff and the members. The Job Fair would be likely be held in the fall of 2015.

New business: *Office of Business Development* – This is a topic brought forth by Taylor. It could be part of a business forum held in February or March.

FY 2015 Budget Funding – The issue of metrics was briefly discussed. The City Finance Committee is committed to providing funds for EDC efforts, however, if we can provide some metrics to measure our successes or ROI, we may get additional funds later in the year. It is up to us to define those metrics.

Future meeting topics and forthcoming events: Wednesday, November 17th at Franklin Energy.

Adjournment: The meeting adjourned at 9:30 am. Several members agreed to stay and go across the street for a tour of the Explorium.