

Economic Development Advisory Board

April 21, 2021

Members Present: Steven Minkin, Vallerie Perrine, David Score, and Lillian Conrad, Ex Officio. Absent: Andrew Bossard and Kevin Kyle.

Presentations:

Mr. Chris Edwards, Economic Development Director, presented the updated NSB Economic Development (Element XV). [View Presentation HERE.](#)

Mr. Edwards then led a discussion on the Mayor's request for annual reports from all Advisory Boards, including the EDAB. The report is to detail what the EDAB's work toward meeting the prioritized goals set by the previous Economic development Director in 2019. The report is due to the City in the May-June time frame. More discussion followed attempting to reconcile the Boards's 2019 plan with the City's Vision and Strategic Plan.

Dr. Minkin asked the Board members to think about the appropriate meeting cadence for the EDAB. Discussion followed suggesting quarterly meetings, but Dr. Minkin suggested that the monthly one continue until the tactical plan is developed and action items identified for each of the Board members.

New Business:

The Board is preparing for City Commission review and approval of Element XVI of the Comprehensive Plan, targeting by year's end. Instrumental in this is reconciliation of the tactical priorities. The Board reviewed the current priorities to ensure all of them were accounted for in the Comprehensive Plan. With very limited exception, all were included, and many are, in fact, underway. The review revealed that some tactical items need to be made more general or risk obsolescence through completion of specific projects or shifting emphasis.

Each of the board members is to provide Dr. Minkin with their proposed policy to deliver on the tactical goals by May 19 (there will not be a EDAB meeting in May), for inclusion into the proposed Comprehensive Plan Element XVI targeting completion by the June EDAB Meeting.

The 2019 Plan of Action Spreadsheet along with the contents of each goal and accompanying tactical measures can be found [HERE](#):

As Board members review the tactical items from the spreadsheet, they have signed on to each take one of the goals and to a develop policy that will assist Chris and the City in pursuit of these objectives. It was noted that one initiative not included was the creation of a single point of contact (POC) for individuals looking to start businesses in NSB.

Since the Comprehensive Plan will not be complete until June, the annual report provided will refer to the plan in progress and will be retroactively updated to include specific actions and policies assigned to the EDAB.