



MINUTES

Economic Development Commission

August 28, 2013

Town of Queen Creek

22358 S. Ellsworth Road, Queen Creek, AZ 85142

San Tan Conference Room

1. Call to Order and Introductions

Each member introduced themselves

Lee Ester, Chairman	SRP
Carson Brown, Vice Chairman	W Holdings
David Valenzuela	Phoenix-Mesa Gateway Airport
Jason Gad	Town Council
Perry Rea	Queen Creek Olive Mill
Chris Clark	Chamber of Commerce
Cindy Barnes Pharr	CGCC
Tom Lindsey	Queen Creek Unified School District
Jason Barney	Circle G Development
Chris Anaradian	Town of Queen Creek
Amy Shackelford	Town of Queen Creek
Doreen Cott	Town of Queen Creek
Kim Moyers	Town of Queen Creek
Wayne Balmer	Town of Queen Creek
Congressman Matt Salmon	District 5 Representative
Chuck Gray	District 5 Director
Steve Sossaman	P & Z Liaison, Resident

Absent:

Mark Schnepf	Schnepf Farms
Warde Nichols	ASU Polytechnic

The meeting was called to order at 7:35 a.m. by Chairman Ester.

The Commission members introduced themselves and welcomed the guest speaker, Congressman Matt Salmon and his colleague Chuck Gray, District 5 Director.

2. Public Comment:

No public comments were received.

3. **Items for Discussion and Possible Action**

A. Consideration and possible approval of the August 28, 2013 minutes

Commissioner Barney moved to approve the minutes of January 23, 2013. Commissioner Lindsey seconded. Motion carried unanimously.

B. General Remarks from Congressman Matt Salmon

Congressman Salmon thanked the group for having him. He said he has been trying to meet with different groups within his district to get a better understanding of the area he is representing. Mr. Salmon talked about a few of the initiatives he is working on and expressed his support for the continued tax exemption on municipal bonds. He also asked for the Commission's support in getting the state legislature more engaged in the discussion on unmanned aerial systems.

C. Discussion on Development Services Initiatives

Chris Anaradian, Development Services Director, introduced himself to the group and shared a little about his professional experience, including his economic development background. Mr. Anaradian is working to create a continuum of excellent customer service in his department and wants each employee to deliver service in a fair and consistent manner. He is working with his staff to proactively solve problems and to show customers the value of the Town's development process. One of the major initiatives that will be commencing soon is the modernization to the zoning ordinance. The Commission will be involved in this process along the way.

Council Member Gad commented that the Town Council is committed to create positive conditions for growth and economic development for the next 25 years.

D. Discussion on Standard Form By-laws for Town Committees, Boards and Commissions Handbook.

Economic Development Director Doreen Cott thanked the Commission members who participated in the recent training for Town committee members. Ms. Cott briefly went through the changes to the Standard By-laws and how they will affect the Commission.

- Committee members may serve on no more than one Town committee at a time. This will affect Mr. Sossaman since he currently serves on the P&Z.
- The Committee's selection for Chair and Vice Chair shall be ratified by the Town Council.
- When Committee members present an individual opinion and/or position on an issue, members shall explicitly state that the opinions they are expressing are their own and do not represent the view or opinion of the Town of Queen Creek, or a committee, board or commission of the Town.

E. Discussion and possible action on the Chair and Vice Chair positions.

Commissioner Barney made a motion to keep Lee Ester as Chair and Carson Brown as Vice Chair for FY13-14; seconded by Commissioner Rea. Motion carried unanimously.

F. Discussion and possible approval of the Commission's meeting schedule for FY13-14.

Ms. Cott suggested that the Commission continue to plan on meeting monthly (the fourth Wednesday of each month) and if there are no agenda items of substance or time sensitive action items the meeting will be canceled. The Commission agreed this was the best approach – quarterly meetings may not provide adequate time to discuss some of the bigger initiatives that are planned for this year.

G. Update on FY12/13 Economic Development Action Plan.

Ms. Cott and Ms. Moyers briefly went through some of the accomplishments of the past fiscal year including:

- The development and approval by Council of the Economic Development Strategic Plan.
- Communiiversity groundbreaking on 1/31/13.
- Staff's work on the Town owned 20-acres; recent RFP.
- Successful transition of QC Inc. to the new building.
- Façade Improvement Program; 4 rounds of applicants; approval from the Town Council to continue.
- Rediscover Your Community campaign.
- New Town website.

H. Discussion and possible approval of the Work Program priorities for FY13-14.

Ms. Cott distributed a draft outline of potential work program priorities. These included:

1. Assist staff with an economic development focused event promoting development opportunities, community success stories and the Town's pro-business climate.
2. Review the department's outreach activities and marketing program on a quarterly basis and identify areas where the Commission can assist.
3. Work with the Town staff (Planning Division/Economic Development) to develop new definitions for agritourism/agritainment as part of the code modernization effort.
4. Develop a clear action plan for the proactive recruitment of businesses within the new targeted sector – Clean and Renewable Energy and Water. Focus in this area may include bio fuels, clean energy, green building standards, suppliers to regional solar manufacturing companies.
5. Provide input and recommendations on new economic development programs/projects that may benefit Queen Creek.
6. Review Major General Plan Amendments as appropriate.

7. Schedule educational updates at the monthly meetings to keep Commission informed on different issues, programs and development.

8.

The Commission asked for staff to add the following to:

Item #2 – participate in a 360 degree review of the current development services process.

Item #4 – continue to bring updates to the Commission on water and solar issues.

Add Item #8 – Provide recommendations on the Town’s long term infrastructure needs and strategic positioning. Review the results of the fiscal impact analysis to be conducted by Tischler-Bise in conjunction with the 2013 Major General Plan Amendments.

Commission members offered several suggestions for the educational update topics (Item #7). These include:

- Presentation on housing and development with a focus on multi-generational options
- Presentation by a zoning specialist and how we rank as a community, what have we done well, what are the barriers to developing in Queen Creek
- Presentation by the Queen Creek Unified School District (QCUSD) on the Maintenance & Operations override.

I. Summary of current events –reports from Chair, Commission Members and Economic Development Staff.

Commissioner Lindsey announced that QCUSD was recognized by the Arizona Department of Education as a Top ranked “A” District.

Commissioner Valenzuela mentioned that the Maintenance, Repair and Overhaul (MRO) Annual Conference is in Phoenix this year (April) and the east valley communities are working to coordinate a helicopter tour of the valley with key decision makers that will be attending the conference.

Chris Clark mentioned that the Chamber of Commerce Business Awards Dinner is on Thursday, September 19th.

Commissioner Lindsey provided information about the Education Foundation golf tournament.

4. Announcements

None.

5. Adjournment

Commissioner Barnes-Pharr moved to adjourn. Commissioner Rea seconded the motion. Motion carried unanimously. The meeting adjourned at 9:03 a.m.

TOWN OF QUEEN CREEK



Lee Ester, Chairman

ATTEST:



Doreen Cott, Economic Development Director

I, Doreen Cott, do hereby certify that, to the best of my knowledge and August 28, 2013 meeting of the Queen Creek Town Economic Development Commission. I further certify that the meeting was duly called and that a quorum was present.



Doreen Cott

Passed and approved on October 23, 2013.