

**Medford Economic Development Authority**  
**Wednesday, September 13, 2017**  
**5:00 p.m.**

Members in Attendance: Duncan, Nelson, Wencl, Just

Others in Attendance: Administrator Welti

Meeting was called to order at 5:05 p.m. by President Duncan.

Motion by Nelson, seconded by Wencl to approve the agenda as presented. Motion carried.

Motion by Just, seconded by Wencl to approve the meeting minutes from July as presented. Motion carried.

Motion by Nelson, seconded by Just to approve the EDA Financial Report. Motion carried.

Review of CEDA contract and establish priorities of CEDA staff:

EDA members reviewed the CEDA contract and did not recommend any changes to the contract as presented. If approved by Council, CEDA staff will be present in Medford one day every other week for the 2018 calendar year. The total cost of the contract is \$12,339; \$5,000 of which will be paid out of the General Fund and \$7,339 of which will be paid out of the EDA Fund. The CEDA position was included in the 2018 preliminary budget approved by Council at the August meeting.

EDA members also reviewed the list of priorities developed by Administrator Welti. Developing a priority list was done to achieve a positive return on the City's investment. The list is ranked in order from greatest to least importance, but flexibility would be allowed based upon opportunities that may arise. After EDA discussion and input, priority number 9 was added.

- 1) Applying for economic development grants to assist businesses and the City
- 2) Conducting business retention and expansion visits
- 3) Following up on new business inquiries
- 4) Assisting entrepreneurs
- 5) Recruitment of new industrial and commercial businesses
- 6) Assisting with residential development
- 7) Marketing
- 8) Redevelopment of existing properties
- 9) Quality of life, the development of trails, parks by obtaining grants

Motion by Just, seconded by Wencl, to approve the priority list. Motion carried.

Ron Zeigler, President of CEDA, will be attending the October City Council meeting to discuss the staffing arrangement and answer questions.

Business and Economic Development Updates: EDA members discussed vacant properties throughout the City and received updates on renovations and progress being made at the Outlet Center.

The next EDA Networking Event will be held Thursday, September 28, 2017, 5:30 – 6:30 p.m. at Performance Seed & Insurance Agency, LLC.

Meeting adjourned at 5:40 p.m.