

## **Economic Development Committee Meeting**

February 10, 2020

6:30pm - 7:30pm

Chester City Hall, Conference Room

Present: Councilwoman Angela Douglas, Councilman Carlos Williams, City Administrator Stephanie Jackson.

### Call to Order

The meeting was called to order at 6:30pm with Council persons Angela Douglas and Carlos Williams present. There was one member of the public in the audience.

### Approval of Minutes

The approval of the minutes was postponed as Mr. Williams still needed to review them.

### Unfinished Business

#### Planning Updates

Economic Development Master Plan Committee (City Administrator)

No update given. It was asked that it be uploaded to the website.

Opportunity Zones Prospectus (City Administrator)

The prospectus has been completed. Council voted on its preferred version of the prospectus.

The City Administrator said that we were waiting the next steps from Parker & Poe, the Consultants but there was a \$13,000 invoice due. No other actions had been made.

Organizational Strategic Planning (October 2018)

No update given. Councilman Williams stated he needed to look at it again. The Chair requested it be resent to him.

#### Comprehensive Plan

The Chair discussed a need to look at zoning and the updates to the zoning map.

Councilman Williams discussed some of the problems encountered with housing and rebuilding houses on vacant lots. The City Administrator stated she has ideas that are at a "fertile stage" in her mind but would need to read the ordinances before offering anything.

No action was taken at this time.

### Website & Social Media

Councilwoman Douglas discussed her January meeting with the Assistant Director of Parks & Recreation, Shelley Watts. The two met to discuss the website, social media, and overall marketing of the City using the electronic media. Councilwoman Douglas discussed briefly the issues and concerns: the back office to the website, its design and design capabilities, delays in posting, the need for an intranet, and shortcuts and tips for greater efficiency and effectiveness. The City Administrator discussed a subsequent staff meeting she held with those who post to electronic media and agreed that an intranet needed to be developed. She relayed that the purchase order module of Harris Local Government would be \$900/month per user. Mr. Williams suggested looking into additional software or having someone customize an intranet at a reduced cost. It was also determined that we were missing a policy on the use of social media,

website, and the City's TV channel (TruVista Channel 3). The committee re-emphasized the need for a policy and to improve the technological opportunities to increase efficiency and job productivity. The discussion focused on the inefficiencies of the process and became intense around troubled internal communications. After a call for a point of order, the Committee unanimously voted to recommend that Council give the committee permission to work with the staff and attorney to develop an "Electronic Media" Policy.

#### New Business

##### City Management Meetings regarding Economic Development

In lieu of a January EDC meeting, the chair met with the department heads to discuss their departments' roles in Economic Development. They were eager to discuss their thoughts, ideas, and plans to help achieve our strategic goals.

##### Bailey Bill Ordinance

After an overview of previous discussions and the current special assessment property tax on the books, there was unanimous vote to recommend that Council give permission to the committee to work with the Attorney in developing a Bailey Bill ordinance.

##### Downtown Façade Grant Proposal

This item was deferred until after Council receives a financial update from the CPA Marc Wood.

#### Committee Announcements

No committee announcements

#### Adjournment

The meeting was adjourned at 7:38pm.