

2G. Consideration of adopting Ordinance 782 amending Chapter 32, Organizations, Section 32.077 Membership - Industrial Economic Development Committee (IEDC) to clarify membership eligibility

Prepared by: Economic Development Manager	Meeting Date: 8/8/2022	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item
Reviewed by: Community Development Director, City Clerk	Approved by: City Administrator	

ACTION REQUESTED

Motion to adopt an ordinance amending Chapter 32, Organizations -Industrial Economic Development Committee (IEDC), Section 32.077 to clarify membership eligibility.

REFERENCE AND BACKGROUND

The City Council is asked to consider authorizing an amendment to section 32.077 of the Code of Ordinances – Membership, Industrial Economic Development Committee (IEDC). The minor language revision is intended to clarify membership eligibility.

The current Ordinance is somewhat confusing and more restrictive than the Organizational and Membership Guidelines (“Guidelines”) which provide a broader interpretation of residency. The guidelines allow individuals engaged in key professions typically involved in economic development to participate in the IEDC regardless of residency in the city limits.

The proposed amendment clarifies the membership criteria and a definitive status by deferring to the “Guidelines” to broadens the eligibility criteria. The clarification would have an immediate, meaningful impact as several current members who have recently changed employment are seeking to remain part of the IEDC. The amendment would also be helpful as over the past several years, the IEDC has struggled to keep its membership at the total of 16 members (non-students).

The IEDC reviewed and approved the proposed Ordinance amendment at its meeting on August 2, 2022. Ordinance amendments must be ratified by the City Council before taking effect.

- I. **Staff Workload Impact:** There is minimal staff impact in considering an amendment to the IEDC Ordinance.
- II. **Budget Impact:** The budget impact is minimal.
- III. **Comprehensive Plan Impact:** N/A

STAFF RECOMMENDED ACTION

Staff recommends approving the proposed IEDC Ordinance amendment. The IEDC has struggled in the past several years to maintain its membership at the allowed level of 16 (non-student members). The proposed Ordinance amendment provides language clarity and consistency in the two key documents, Ordinance, Chapter 32, Section 32.077 and the Organizational and Membership Guidelines.

SUPPORTING DATA

- A. Proposed Ordinance 782
- B. IEDC Organizational and Membership Guidelines

ORDINANCE NO. 782

**CITY OF MONTICELLO
WRIGHT COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING THE MONTICELLO CITY CODE CHAPTER 32, SECTION 32.077 –
INDUSTRIAL & ECONOMIC DEVELOPMENT COMMITTEE: MEMBERSHIP**

THE CITY COUNCIL OF THE CITY OF MONTICELLO HEREBY ORDAINS:

Section 1. Chapter 32 – Organizations, Industrial and Economic Development Committee, shall be amended as follows:

32.077: MEMBERSHIP: The Monticello IEDC shall consist of sixteen (16) to eighteen (18) regular members to be appointed by the City Council of Monticello. The Committee members shall consist of city business representatives or residents of the city. Specific general membership eligibility on the IEDC shall be defined in the Organizational and Membership Guidelines. One Councilmember shall be appointed annually to serve on the IEDC. The Director of the Monticello Chamber of Commerce and Industry shall be an ex-officio member of the IEDC. Up to two Monticello High School senior students may serve as voting members during their appointed term. The High School Principal shall recommend their membership on the IEDC. The IEDC and the City Council shall confirm their appointment.

Section 2. The City Clerk is hereby directed to make the changes required by this Ordinance as part of the Official Monticello City Code.

Section 2. This Ordinance shall take effect and be in full force from and after its passage. The ordinance in its entirety shall be posted on the City website after publication. Copies of the complete Ordinance are available online and at Monticello City Hall for examination upon request.

ADOPTED BY the Monticello City Council this 8th day of August, 2022.

CITY OF MONTICELLO

Lloyd Hilgart, Mayor

ATTEST:

Jennifer Schreiber, City Clerk

VOTING IN FAVOR:

ORDINANCE NO. 782

VOTING IN OPPOSITION:

DRAFT

**MONTICELLO INDUSTRIAL & ECONOMIC DEVELOPMENT COMMITTEE
(IEDC)
ORGANIZATIONAL AND MEMBERSHIP GUIDELINES**

- I. Meeting Time and Place: Regular meetings are held the first Tuesday of each month at 7:00 a.m. at the Monticello Community Center. Special meetings may be called by the Chair.
- II. Mission Statement and Objectives: As written and adopted by the Monticello IEDC in the Annual Action Statement.
- III. Committee Size: While there is no set or definite size established, it is generally understood that the committee will not exceed 16-18 members.
- IV. Make-up of the Committee: Committee members must either work or reside in the community of greater Monticello. Individuals who are involved in an occupation or profession that provides services to the community of Monticello but is not headquartered within the community may also serve as members of the committee.

Standing Committee Members: The City Council shall appoint a representative of either the Mayor or a Council Member to the IEDC as a voting member. The Board of Directors of the Monticello Chamber of Commerce & Industry and the Monticello School District shall appoint a voting member to the IEDC. Up to two (2) Monticello High School Senior Students may serve as voting members. The High School Principal shall recommend their membership on the IEDC. These members shall be considered in committee size.

City Staff Members: Non-voting
Administrator of the City of Monticello
Economic Development Manager of the City of Monticello
(serves as the EDA Executive Director)
Community Development Director of the City of Monticello (in
the absence of the Economic Development Manager)

- V. Officers: The Chair, the Vice Chair, and the Secretary shall be appointed annually at the January meeting. Length of office term shall not exceed three consecutive years. Minutes of each meeting are the responsibility of the Secretary. Committee correspondence is the responsibility of the Economic Development Manager.
- VI. Length of Membership Term: Members shall serve for three-year terms on a three-year rotating basis so that approximately one-third of the membership expires each year.

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Individuals wishing to continue serving on the committee may so indicate prior to the expiration of their term. Any member wishing to relinquish his/her position on the IEDC may do so by submitting a letter of resignation.

- VI. Filling a Vacant Position: A list of potential committee members shall be kept by the Executive Director. The IEDC must recommend approval of new members by a majority vote. The City Council must ratify the appointment of new members to the IEDC.
- VII. Membership Attendance: In order to make a positive contribution to the committee, each member is expected to attend at least 75 percent of the meetings in any given year. A year is defined as beginning on the 1st of January and ending on the 31st of December

Amended: 01/05/2016, 12/06/2016, 03/05/2019, 08/03/21