

**APPROVED Minutes Economic Development Reform Panel  
May 27, 2021, 1-2:30 p.m.**

- I. Call to Order: Chair Ann Marie Tracey  
Panelist in attendance: Tim Burke, Alicia Bond-Lewis, Bobbi Dillon, Guy Guckenberger, Dan Schimberg, KZ Smith, Bernadette Watson and Verna Williams
  
- II. Approval of 5.21.21 minutes  
Verna Williams motioned to approve  
Bernadette Watson second the motion
  
- III. Discussion: Challenges, Issues and Recommendations
  - A. **Review of the Ordinance:**  
Emphasis on goal “WHEREAS, the goal of the Panel is to present recommendations to the citizens of the City, the Mayor, and City Council by May 1, 2021 that address reforms to the economic development approval process to better insulate it from political influence and cronyism, which recommendations could include appropriate amendments to the City Charter.”
  
  - B. **Review of the Ordinance Charge: *EDRP Tasks. Highlighted items recommendation for Solicitor’s Office to pursue. (EDRP, recommendation for B & C – to have a 3<sup>rd</sup> party consultant to study B&C). E- falls under audit. Recommend expert study. Or EDRP proposes recommendation, continued evaluation if proposed recommendations fulfil any given charge. Audit of all council offices. (requesting a copy of the report and ordinance when it’s drafted)***  
**Duties:**
    - (a.) Consult municipal financial development and campaign contribution experts ([Subject matter experts Evan Goldenblatt and Chris Bryant covered this topic in the April 23, 2021, meeting materials linked here](#))
  
    - (b.) Review and evaluate the City’s use of Public incentives for development (consider recommending 3<sup>rd</sup> party subject matter expert & City Departments to address)
  
    - (c.) Assess City’s meeting its goals vis. public incentives (consider recommending 3<sup>rd</sup> party subject matter expert & City Departments to address)
  
    - (d.) Review best practices in other cities. ([Subject matter expert Paul Nick covered this topic in the March 26, 2021 meeting materials linked here](#))
  
    - (e.) Study links between campaign contributions and award/ influence on development contracts. (consider recommending 3<sup>rd</sup> party subject matter expert & City Departments to address)

(f.) Propose ways in which the City could Track connection between contributions and award of development incentives.

(g.) Propose a Code of Conduct for the City's elected officials and developers which code should require developers to report inappropriate requests from the City's elected Officials

(h). Recommend whether to prohibit contract awards to developers who contributed to council candidates within prior 24 months.

(i.) Recommend whether City Should Establish a confidential hotline to report "any inappropriate request or demand from any public servant, elected or otherwise."

C. **Challenges:** Organizing best practices via categorization of concerns heard to date, along with reference or integration of nine duties within the process.

**Concerns:**

- a. Areas of concern with respect to development. These include:
  - i. Lack of public trust and confidence in development decisions
  - ii. Concerns about transparency
  - iii. Barriers to fair competition
  - iv. Conflicts of interests and
  - v. Behavior that exceeds authority
- b. The panel therefore will consider recommendations that aim to:
  - i. Restore and earn public trust and confidence
  - ii. Support an ethical culture that upholds ethical, legal behavior
  - iii. Maintain and demonstrate transparency

Comments by Bobbi Dillon re: recommendations that fall under this category

- Campaign Contribution Disclosures
  - Developer portal or database that lists development projects and what city incentives that they receive
- iv. Enable fair and equal opportunities and engagement with city officials
  - v. Deter and reduce opportunities for conflicts of interest
  - vi. Maintain and enforce clear lines of authority and appropriate behavior

D. **Discussion:**

a. Does the panel assess if the City is meeting its goals in development based on population growth? Sum totals of housing units within a period with City incentive for #s to evaluate if City incentives drive development.

B. How are the recommendations going to benefit the community and will be maintained?

C. Process: Executive Summary per item, then list “Duty,” and the “Concern” it addresses, Citation from subject matter expert/meeting etc., current legislation addressing, per panel recommendation with an attachment/ appendix of Laws or legislation supporting the recommendation

IV. Action items for the Solicitor’s Office

- A. May 7, 2021 memo re: proposed items from City to date
- B. Process map for Developers/Launch site.

V. Planning and Other Business

- A. Friday June 4, 2021, the meeting time is now changed to 2pm
- B. Friday July 2, 2021 1pm will remain on the calendar for Public Comment or regular meeting
  - Kelly Car will create the registration page and update public notice
- C. Ann Marie – email, best practices on documents (attached)
- D. Additional materials in the resource library will be determined by the chair.

Meeting adjourned 2:41pm

**The Next Meeting is Friday June 4, 2021, at 2pm**