



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date</b>	05/05/2021	<b>Department</b>	Planning/Economic Dev
<b>Agenda Item</b>	4.f) Agenda Item - Recommendations from Economic Development Committee		
<b>Est. Cost</b>	n/a		

<b>Background Information</b>	<p>The Economic Development Committee met on April 8, 2021 and approved the following recommendation changes to the EDC Order. See attached EDC Order.</p> <p>A few highlights of changes are:</p> <ol style="list-style-type: none"> <li>1. Change the name from Economic Development Committee to "Economic and Community Development Committee".</li> <li>2. Change Ex-Officio members "Gardiner Main Street" and "Gardiner Board of Trade" to voting members.</li> <li>3. Change committee membership number from 9 to 13. This increase would add seats for GMS, GBOT, a representative from a community non-profit organization and a representative from other city committees.</li> <li>4. Changes to Powers and Duties</li> </ol>
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<b>Requested Action</b>	"I move to accept the discussed recommendations of the Economic Development Committee".
<b>City Manager and/or Finance Review</b>	Acting City Manager approves the above action.
<b>Council Vote/ Action Taken</b>	
<b>Departmental Follow-Up</b>	

<b>City Clerk Use Only</b>	1 <sup>st</sup> Reading _____	Advertised _____	<b>EFFECTIVE DATE</b> _____
	2 <sup>nd</sup> Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

**City of Gardiner, Maine**  
**January 7, 2015**  
**Order #15-01**

**An Order Creating the Gardiner Economic Development Committee**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDINER, MAINE:

That an Economic Development Committee be created as follows:

Economic Development Committee

A. Establishment and Organization

1. An Economic Development Committee shall be established consisting of nine (9) members who, unless otherwise specified, shall be residents of Gardiner. Members of the committee shall demonstrate an interest in economic development issue in the City and shall be appointed with due regard to the proper representation of various interests and groups, including the following, to the extent that such individuals are available in the community:

- a. Downtown business owner (does not need to be a resident)
- b. Non-downtown business owner (does not need to be a resident)
- c. Real estate professionals
- d. Banking professionals (does not need to be a resident)
- e. Marketing/Advertising professionals
- f. Legal professionals
- g. Residential representative
- h. Gardiner City Councilors (up to two)

Additionally, the City Manager or his/her designee, the Economic Development Director or Consultant or his/her designee, and the presidents of the Gardiner Board of Trade and Gardiner Main Street programs shall serve on the committee as ex-officio (non-voting) members. A municipal employee may not be a voting member of the committee.

Members shall be appointed by the Mayor, with the advice and consent of the City Council, for a term of three years, except that the initial appointments shall be staggered so that subsequent appointments shall not recur at the same time.

A member may be removed by the Mayor for the following reasons:

- a. Unable to continue being an active member due to physical or mental incapacity
- b. Violation of state or federal criminal statutes
- c. Unexcused absences at three or more meetings during a calendar year
- d. Member moves from his/her residence in the City (if residency is required)
- e. Member is deceased
- f. Member resigns

2. The members shall annually choose a chairperson who shall preside at all meetings.

3. Pursuant to Maine State Law, all meetings of the committee shall be open to the public and the committee shall keep a record of its proceedings and actions. Executive session meetings shall be allowed so long as they are consistent with Maine State Law.

4. A quorum shall consist of a majority of the members.

**B. Powers and Duties**

The Economic Development Committee shall be authorized to:

1. Advise City staff and consultants on economic development projects and real estate transitions
2. Advise City staff and consultants on marketing projects and use of marketing funds
3. Advise City staff and consultants on policies related to economic development and recommend such policies, orders, or ordinances to the City Council that it deems will further the City's economic development goals
4. Work with City staff and consultants to review grant opportunities for economic development
5. Work with City staff and consultants to review applications to the City's Revolving Loan Fund and make recommendations for or against funding applicants to the City Council
6. Serve as ambassadors for Gardiner to existing business and potential new businesses looking to locate or expand in Gardiner
7. Other such duties that City Council deems necessary for economic development assistance in Gardiner

Attested:

\_\_\_\_\_  
Scott Morelli  
City Manager

Date: 1/7/2015





**GARDINER CITY COUNCIL**  
**AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date Requested:</b>	January 7, 2015	<b>Department:</b>	City Manager
<b>Agenda Item:</b>	Consideration of an Order Creating the Economic Development Committee		
<b>Background Information:</b>			
<p>In 2012 the City Council disbanded the Economic Development Committee and outsourced the review of revolving loan fund applications to the Gardiner Board of Trade. As part of the reorganization of the Planning &amp; Economic Development Department that Council approved in December, the Economic Development Committee will be reconstituted. Staff could not find the order that created the previous committee so a new order has been drafted for your approval.</p> <p>Once this order is approved, the City will begin aggressively recruiting members - including members of the previous iteration of this committee - so that you can make appointments to it at your January 21st meeting.</p> <p>Please see attached order for more details.</p>			
<b>Estimated Cost:</b>			
\$ 500.00			
<b>Requested Action:</b>			
Approve the order as attached			
<b>City Manager and/or Finance Review:</b>			
Recommend the above action			
<b>Council Vote/Action Taken:</b>			
<b>Departmental Follow-Up:</b>			

*City  
Clerk  
Use  
Only*

1<sup>st</sup> Reading \_\_\_\_\_

Advertised \_\_\_\_\_

**EFFECTIVE DATE**

2<sup>nd</sup> Reading \_\_\_\_\_

Advertised \_\_\_\_\_  
w/in 15 Days

\_\_\_\_\_

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5. Committee shall follow *Roberts Rules of Order* (most recent edition) as needed.

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