



## Executive Committee Meeting

Meeting Minutes

Friday, April 21, 2023

Region 1 Planning Council, 127 N Wyman St, Ste 100, Rockford, IL 61101

### 1) Call to Order

With a quorum present, the meeting was called to order by Mayor Jury at 7:33 am.

### 2) Roll Call

Members Present: Boone County, City of Loves Park, City of Rockford, Four Rivers Sanitation Authority, Village of Machesney Park, Winnebago County (arrived 7:35am).

Members Absent: None

Others Present: Michael Dunn

### 3) Public Comment

There were none present who wished to address the Committee.

### 4) Consent Agenda

a) Approval of Meeting Minutes: March 31st, 2023

Tabled by Mayor Jury for April 28<sup>th</sup> meeting.

### 5) Executive Director Report

*Mr. Dunn provided goals for a new position at the Economic Development District (EDD) modeled after a best practice function at larger EDDs throughout the nation. The position would provide technical support to municipalities, counties, EDOs and internally related to site data, asset inventories, connection to regional planning and industry cluster analysis, utility information, and cost estimations for necessary infrastructure upgrades. This would reduce the cost to EDD members as a specialty position would be centralized and would have the potential to quickly respond to member requests. The position would report directly to Michael Dunn and need to be funded by members as it is not budgeted.*

*Mayor McNamara asked what the estimated cost of the position would be, if its cost would be shared by members interested in using it. Michael Dunn responded that until we find the right candidate the cost is unknown, however R1 would be able to cover costs related to fringe benefits without additional funding support. Mayor McNamara suggested that the executive committee agree to a formula.*

*Mayor Morris shared that he spoke to Chairman Riley about this and they both support it. He shared his view of the need to provide additional technical support related to economic development opportunities.*

*Chairman Chairelli shared that he supports the direction, but would also like to further discuss a funding model in light of a larger discussion on how the County invests in Economic Development both internally and externally.*

*James Richter asked questions on how the position would be hired, and performance evaluated. Michael Dunn responded that interested municipalities and counties would have a seat on the hiring committee to provide better initial buy-in to the hire. James Richter volunteered to sit on the committee and help craft the position profile. On performance, Michael Dunn restated that the position reporting directly to the executive director is one-step towards assuring quality control on the speed and quality of responses on technical inquiries.*

*The Executive Committee unanimously provided guidance in the affirmative to pursue this direction for the Economic Development District. No action was necessary.*

**6) Other Business.** *None.*

**7) Adjournment**

**Motion** by City of Rockford, seconded by City of Belvidere, to **adjourn**. The meeting was **adjourned** at 8:24 am.

Meeting minutes prepared by: Michael Dunn  
Minutes approved by action of the Committee: \_\_\_\_\_