

**City of Dallas Center Economic Development Committee Meeting Minutes  
August 20, 2008**

Attending: Terry Gibson, Mitch Hambleton, Kim Cross, Mark Szymula, Brent Wirth, Dan Case, Kelly Broderick, Brian Slaughter, Dan Willrich, Gary Stevens, Bill Ellerman, and Rhonda Mulder

***Review of Detailed Plans from Brian Clark:***

Walnut Street Streetscape and Trailhead Improvements are 1<sup>st</sup> priority.

**ACTION: Dan W. is to contact Brian Clark for a more detailed proposal and two separate bids for the Walnut Street Streetscape and the Trailhead Improvements in two separate bids.**

Brian Slaughter is to be involved in the work planning phase to decide what work can be done by the city staff.

Timeline: Drawings are to be completed by spring for planning and outside bids. Probably looking at a July start date due to start of fiscal budget year.

Building and Zone Committee will be responsible for setting the criteria for business remodeling and new construction with direction from DCEDC.

***Fall Festival:***

The shift schedule for the DCEDC Fall Festival Booth is complete.

Two boards will be displayed and two copies of the CONFLUENCE design book available for people to look at.

**ACTION: Dan W. will make copies of the CONFLUENCE design books. One can be available in the library, one at city hall and one for the committee.**

**ACTION: Terry will write out some talking points for the Fall Festival Booth and also a script for Devon Hawbaker to read throughout the day.**

***Farmer's Market:***

The Farmer's Market is changing locations slightly this Friday to accommodate the Fall Festival setup.

**ACTION: Terry will take a poll of the vendors attending this week's Farmer's Market to see if they want to end August 22<sup>nd</sup> or August 29<sup>th</sup>.**

Vendors who expressed the desire to have the Farmer's Market continue through September will be contacted to explain that it has been decided to end this year's schedule at the end of August. Next year the Farmer's Market could go from spring through fall harvest.

***Discussion on process to update Economic Development Plan:***

Mark has drafted a spreadsheet for the Economic Development Plan. This spreadsheet would have each component identified and specific tasks with status information.

Each component would have a “Champion” assigned to it. This Champion or DCEDC committee member would be responsible for the more detailed plan, keeping the component moving and reporting at monthly meetings. If a committee is formed to help with that component the Champion would be the liaison between the DCEDC and the subcommittee.

**ACTION: All Champions are to ready to give an update at the September 17<sup>th</sup> meeting.**

**ACTION: Mark has volunteered to be the keeper of the Economic Development Plan Spreadsheet.**

**ACTION: Kelly Broderick suggested that Mayor Hambleton and the City Council appoint Brent Wirth as an official member of the Dallas Center Economic Development Committee.**

Special meeting 6:30 p.m., August 27th: Please come to the meeting prepared to share thoughts about the city and especially its strengths.

Respectfully submitted,  
Rhonda R. Mulder  
DCEDC Secretary