



From: Elizabeth Runge, Community Development Director

Date: September 19, 2022

Re: Staff Report

Key Activities:

- Held final meetings for the creation of Tax Increment District 17 with the City Council and Joint Review Board. It will be packaged and submitted to the Department of Revenue.
- Shared information about the City's economic development loan program with three interested parties in the last two weeks.
- Facilitating the sale/closing of three lots in the Sandy Bay Highlands subdivision.
- Prepared materials related to Plan Commission including a preliminary driveway ordinance for discussion and continued review of the Comprehensive Plan Update.
- Continuing work on a development agreement for TID 16 with associated developer to finalize agreement for Council review.
- Toured a downtown building with interested party and discussed possibilities for rehabilitation for future business investment.
- Participated in joint meeting with developer and engineers for the West River Loft.
- Worked on tourism tasks related to social media scheduling and 501(c) 6 establishment.
- Worked with Human Resources to fill the upcoming vacancy in the position of Zoning Administrator/Building Inspection Assistant and participated in interviews for other positions in City Hall.