



2020 Open Advisory Committee Summaries

Below are the committees that have openings. To apply for an advisory committee, please fill out a "City Advisory Committee Application" that can be found on our website in the Jobs & More Section. **All applications are due by 4:30 pm on Friday, September 4, 2020 and interviews are set to take place the week of September 14 and 21.** Submit applications to: aschroeder@cityofpriorlake.com

Business Engagement Committee (Appointed by EDA)

The BEC meets monthly on the fourth Thursday from 7:30 a.m. BEC members do not receive compensation for attending meetings. Duties of the BEC include:

- As requested, review and comment on economic development and redevelopment policies to the Economic Development Authority.
- Recommend to the EDA economic development issues, strategy development and implementation and other initiatives that can strengthen business retention and expansion.
- In conjunction with EDA members or staff, introduce potential or new business reps to others in the commercial community.

Citizen Engagement Committee

The CEC meets monthly on the third Thursday at 4:30 pm. CEC members do not receive compensation for attending meetings. Duties of the CEC include:

- Engaging citizens in city projects and initiatives;
- Serving as a liaison between the city and community on topical issues;
- Serving as a resource for residents seeking information about the city;
- Learning about city government;
- Advising on matters related to parks, lakes and natural resources;
- Making recommendations to city staff as applicable;
- Providing feedback to staff on community issues as assigned by the City Council.

Economic Development Authority

The EDA meets the second Monday of each month at 4:00 pm. Commissioners are appointed for six-year terms and receive a stipend for each meeting they attend. Appointed by the City Council. Duties include:

- Oversight of Technology Village through Technology Village Board of Directors and EDAC. Identification/recruitment of new business.
- Adopting Economic Development and redevelopment policies and position.
- Adopting and administration of business and subsidy program and EDA budget.

Planning Commission

The PC meets the second and fourth Monday of each month at 6:00 p.m. PC members receive a stipend for each meeting they attend. Duties of the PC include:

- Recommend amendments to the Comprehensive Plan in conjunction with the Community Development/Natural Resources Director.
- Determine whether specific proposed developments conform to the principles and requirements for the Comprehensive Plan and City ordinances; and to review give recommendations on planned unit development and subdivision proposals.
- Hold public hearings for subdivisions, conditional use permits, variances, planned unit developments, rezoning applications, etc.
- Report to the City Council annually such information as deemed necessary and requested.

Technology Village Board of Directors (Appointed by EDA)

The Tech Village Board meets on an as needed basis. Directors do not receive compensation for attending meetings. Duties include:

- Plan and formulate policy to guide the programming and direction of the Technology Village program;
- Assist in screening prospective incubator clients; and
- Ensure the overall financial viability of the program.