1200.1 SUBJECT: ORGANIZATION AND POLICY

:1 OBJECTIVE: Build a livable city, create family wage jobs, develop an Economy of the Mind, and revitalize Downtown.

:2 AUTHORITY: This procedure amended by City Council September 15, 2003.

:3 DIRECTION: Economic Development Director, as an appointed official, serves at the pleasure of, and receives direction from the Mayor.

:4 FUNCTIONS: 
A. Renders operational guidance and direction to Divisions in the Economic Development Department:

City Planning
Business Development
Permitting Services and Code Enforcement
Centroplex
Community Redevelopment Agency
Downtown Development Board

B. Serves as technical advisor to the Mayor and City Council on matters pertaining to economic and community development and reports on the activities and recommendations of the following citizen boards related to the Economic Development Department:

Municipal Planning Board
Board of Zoning Adjustment
Historic Preservation Board
Building & Fire Codes Board of Appeals
Civic Facilities Authority
Code Enforcement Board
CRA Advisory Board
Downtown Development Board
Airport Zoning Board
Airport Zoning Board of Adjustment

C. Coordinates and assists in annexation projects.

D. Performs other duties and responsibilities as may be directed by the Mayor and/or City Council.

E. In conjunction with the Office of Management and Budget, coordinates with all City departments in the preparation of the annual Five-Year Capital Improvement Program for review and action by the Municipal Planning Board and City Council.
:5 FORMS:

None.

:6 COMMITTEE RESPONSIBILITIES:

Operations Committee;

:7 REFERENCE:


:8 EFFECTIVE DATE:

This procedure effective September 15, 2003.