



*Partners working together to cultivate an attractive and thriving downtown*

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## **AGENDA/MEMO**

### **Economic Vitality Team: Real Estate Professionals Meetings**

**Wednesday, August 17<sup>th</sup>, 2016**

**3 pm**

**The Coffee House**

**TEAM LEADERS: Bob Grandi, City Alderman**

**Brad Lois, Bear Realty of Burlington**

1. Review of Downtown Strategic Plan Related to the Team Focus/Goals
  - a. Meet with Real Estate Professionals (developers, brokers & site selectors) to:
    - i. Provide relevant materials (incentives brochure, profile and marketing sheets)
    - ii. Highlight desired recruitment targets and priority sites
    - iii. Identify/address outstanding concerns (from property owner surveys) and educate about market opportunities and available assistance
2. Accountability and Reporting
  - a. Semi-annual large group meetings with all teams (February and July)
3. Proposed Steps
  - a. Determine preferred course of action/activity to connect with real estate professionals
  - b. Determine the best way(s) to compile data/resources to share
4. Determine Frequency of Meetings and Best Ways to Communicate as a Team
5. Assignments