



City of Seat Pleasant

Director of Economic Development

A CITY OF EXCELLENCE - SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”

Department Name Economic Development

Date of Report February 24, 2017

Reporting Period February 2017

Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

The Economic Development Department conducted a tour of Seat Pleasant with the Assistant Secretary for the Maryland Department of Housing and Community Development on Tuesday, February 21, 2017. has met with Charles Day, the supervisor over the Local Government Infrastructure Finance program within DHCD. The Director for Economic Development also worked with the grants manager to complete the application for the LGIF program. We will submit to DHCD to participate in funding the Intelligent Operations Center for the Smart City project.

The Director participated in a meeting with the Director of Public Engagement and officials from the DHCD SmartBuy program. The program allows for eligible individuals and families to purchase housing in the State of Maryland with the option to pay off student debt at the same time. As a result of the meeting, the DHCD officials have agreed to assist the City in creating its own SmartBuy program as a subsection of the Seat Pleasant Affordable Housing Trust Fund. The Director participated in a meeting with the Mayor and the Maryland Department of Commerce to discuss the capitalization of the Seat Pleasant Revolving Loan Fund and other economic development issues.

The Director participated in a free training on the PGAtlas mapping technology to determine development possibilities and incentives, such as Enterprise Zone, HUBZone, and Revitalization Tax Credit Zone, along with the Sustainable Communities designation.

The Director was officially confirmed on Wednesday, February 8, 2017 and the next week, participated in the National Development Council’s Economic Development Finance Professional Certification course. The class was held in Philadelphia and is the first part of a rigorous four-course training series that explores the skills essential for the successful practice of economic development. It included topics such as business credit analysis, real estate finance analysis, loan packaging procedures, negotiating and problem solving skills, and deal structuring techniques. Remaining training sessions occur in May, July and December.

Analyze department improvements that are needed and/or achieved based on the Smart City model.

The Department has secured a Senior Aide, paid for by the County, who will work with the City for one month to assist the office with any clerical needs.

The major improvement needed in the department is still personnel.

Indicate problems identified, barriers encountered and solutions reached.

Once again, the major problem and barrier is the lack of resources in the Department. We have assigned the current contractual grants manager to a thrice-weekly meeting, up from once weekly in the previous month, at City Hall to go over the status of existing grants that we have applied for, finding new grants, and managing the grants that have been awarded. This is an increase from her normal duties and the contract was signed effective January 1, 2017.

Identify goals for the next reporting period.

The Department has established a goal of achieving an 236% increase in the amount of grants awarded to the City by going after more grants through the Grants Management office. This office is now under the purview of the Economic Development Department. At this current juncture, we have only been awarded \$155,000 in the past year. We would like to raise that number to \$525,000 or 15% of the City budget. We are also seeking to go after 200% more grants than we currently do.

The Department also secured an online cloud-based software system, IMPLAN. We have already begun using this smart economic data collection and projection tool. We used it to help the City identify the economic impact of various projects that the City is proposing to both the County and the State. With this information, the City can make appropriate decisions as to what industries the City would be able to bring in as well as project the number of new jobs that can be created under the Smart City model.

Another goal is to improve the timeline for the Smart City redevelopment project for City Hall and the Public Works facility by 50%. As the Compliance Officer, we believe the current process is not moving at a speed to accomplish the Mayor’s goal of having this project complete in 2017. We have stayed in consistent communication with the staff who are administering the Loan program for the USDA. We believe that the response should come in the next month to authorize us to move forward with the project.

Supporting Documentation: Source: Office of the City Treasurer

Revenue

Line Item Unknown

FY2016 Budget (Previous Year)	FY 2017 Budget (Current Year)	FY 2017 Actual (Current Year)
\$0.00	\$0.00	\$0.00

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Expenditures

Line Item **6-6017**

FY2016 Budget (Previous Year)	FY 2017 Budget (Current Year)	FY 2017 Actual (Current Year)
\$35,000.00	\$0.00	\$0.00

Attachments: N/A