



## MEMO

**TO:** Mayor and Town Council

**FROM:** Joseph A. Fivas

**DATE:** April 6, 2010

**SUBJECT:** Creation of Business Owner Advisory Committee

---

The Town of Indian Trail recently completed a citizen survey and business survey to assess how the Town of Indian Trail is facilitating the needs of residents and business owners.

Unfortunately, the Town had some lower than expected survey results from our business community. Furthermore, at our recent, Goals and Initiative Meeting the Mayor and Town Council recommended finding strategies to facilitate systems to expedite business growth. I am recommending the creation of a Business Owner Advisory Committee to assist the Town in creating a better environment for job and business growth in Indian Trail.

### **Business Owner Advisory Committee**

**Mission:** The mission of the Town of Indian Trail Business Owner Advisory Commission (BOAC) would be to assist staff in promoting, attracting, and retaining commercial and industrial development in the Town of Indian Trail. In doing so, it will serve to enhance the quality of life for Indian Trail citizens by creating quality jobs, increasing assessed valuation, and attracting property tax, sales tax, and other revenue generators to the community.

**Responsibilities:** The BOAC would assist to market the Town and assist in facilitating the economic development process. Major emphasis would be placed on the retention and expansion of existing business and industry, the attraction of new business opportunities, and the continued revitalization of the Town's economic base. This Committee will also help in the facilitation and

development of site selector forum's for interested current and new business's and be ambassadors for new Indian Trail businesses.

**Composition:** The BOAC would be composed of nine members appointed by the Indian Trail Mayor and Town Council. The Town Manager, or his designee, will act as liaison to the Committee. Members must be an Indian Trail business owner, or their designee who is affiliated with that business.

**Meetings:** The BOAC would hold bi-monthly meetings on the third Wednesday at 7:00 am at the Indian Trail Town Hall. All meetings are open to the public and would conform to the North Carolina Open Meetings Law.

**Appointment Term:** Appointed members of the BOAC would serve two-year terms, on a staggered basis, without a limit on the number of terms a member may serve.

**Attendance:** Any member, who shall fail to attend at least 75% of the regular and special meetings of the BOAC during any one-year period, shall be subject to removal. The Chairperson shall notify the Town of any member who shall so fail to attend. The vacancy can be filled, upon recommendation of the Committee liaison and Chairperson, by the Indian Trail Mayor and Town Council.

jf