

Zumbrota Economic Development Authority Minutes
5:30 PM Wednesday, January 17th, 2024
Zumbrota City Hall, 175 West Avenue

PRESENT: Bob Hawley, Dave Dahlen, Sara Durhman, Terry Johnson, Lindsey Raasch and Brian Haugen. Also present are Community Development Director Kurt Meister, and Communications Specialist & Account Technician Miranda Raasch.

NOT PRESENT: Todd Hammel

1. **Call Meeting to Order** – at 5:30 PM by Lindsey Raasch

2. **Amend/Adopt Agenda – MOTION HAWLEY**, second JOHNSON to adopt the agenda. Carried unanimously.

3. **Approve Regular Meeting Minutes of Wednesday December 20th, 2023 – MOTION DURHMAN**, second HAUGEN to approve the meeting minutes from Wednesday December 20th, 2023. Carried unanimously.

4. **Monthly Financial Report & Accounts Payable – MOTION HAUGEN**, second RAASCH to approve the monthly financial report & accounts payable from December 2023. Carried unanimously.

5. **Public Hearings**
 - A.

6. **Old Business**
 - A. **KAAL Advertising** – In 2023, Brandon McElroy with KAAL pitched an advertising campaign to the city and local businesses. As of recently, 3-4 local businesses have expressed their interest in joining the campaign. It would cost \$1,000 for 6 months. **MOTION RAASCH**, second JOHNSON to decline the City’s participation in the KAAL advertising campaign. Carried unanimously.

B. Business View Magazine – Grudem received a call from Alexander Wynne-Jones, the managing director for Business View Magazine. Zumbrota has been selected to be featured in the magazine “Business View” in their series “Americas Best Managed Cities under 10K Population: Best of 2024 (Minnesota Issue).” This would entail interviewing 4 people among City staff (which would include 1 EDA member) and a half page with up to 4 sponsors. Readership for this magazine includes entrepreneurs, business owners, executives, and startups nationwide. Grudem will approach local businesses to gauge their interest. City staff is approaching the EDA to see if there is any interest in monetary contributions, if any are needed. **MOTION HAWLEY**, second **JOHNSON** to approve pursuing an article with the Business View Magazine. Carried unanimously.

C. UCC Building Information – The UCC Task Force met on January 3rd, 2024, at 3 PM in Meister’s office. Dahlen was unable to attend but was presented with the meeting information. The Church will be having a congregational meeting on January 23rd, 2024. A \$5,000 grant from Compeer Financial was awarded to the City to contribute to architectural costs. Jacob Nickley from OWA Architects in Winona, MN is asking \$3,700 for their services.

7. New Business

A. Election of Officers – At the first meeting of each calendar year, EDA officers must be voted for. **MOTION HAUGEN**, second **HAWLEY** to vote for the 2024 EDA officers as follows:

- 1) President – Raasch
- 2) Vice President – Johnson
- 3) Treasurer – Haugen
- 4) Asst. Treasurer – Dahlen

Carried unanimously.

B. Restaurant Search – Spring Grove recently did a “Restaurant Challenge” to entice a new business to come to town. The award was \$15,000 – 1 year of free internet, 1 year of free advertising at their movie theatre, 1 year membership to their Chamber of Commerce, and professional assistance as needed. Their EDA also provided low interest financing for an additional loan for the project.

The funds would be attached to physical equipment, which would remain property of the EDA for 5 years. Once the equipment was purchased, each

piece was added to award agreement. After 5 years, the agreement is void and the equipment would belong to the business. This is to ensure they do not open in town only to close 6 months later or move to another location and take the equipment with them. The potential prize could be \$10,000/year for 5 years OR a lump sum of \$50,000. The stipulations could be that they must be open on Sundays and evenings for at least 5 years.

C. Request to Change the Date of June 2024 Meeting – The June 2024 meeting falls on a holiday this year. **MOTION DUHRMAN**, second **JOHNSON** to reschedule the June 2024 meeting to June 26th, 2024. Carried unanimously.

8. Reports

A. NILSSEN VARIANCE APPROVAL – The variance was approved by the Planning and Zoning Commission for a drive-up window. The variance is to allow a drive-up window in the C1a district. The commission looked at the city comprehensive plan – growth of downtown is important for the city. The area is for Caribou Coffee. Nilssen's is currently working with the county for the drive-up locations exit route.

9. The meeting adjourned at 6:14 PM.