

**Zumbrota Economic Development Authority Agenda**  
**7:00 A.M. Wednesday, March 16, 2016**  
**Zumbrota City Hall, 175 West Avenue**

- 1. Call Meeting to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes of Wednesday, February 17, 2016**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearing**
  - A.**
- 6. Visitors to the Board**
  - A.**
- 7. New Business**
  - A. Cheney (Alco Bldg.) Interim Use Permit**
  - B. Commercial Water Distributing**
  - C. Envirolastech**
  - D. Business Workshop proposal**
- 8. Unfinished Business**
  - A. Zumbrota Veterinary Clinic Expansion/Relocation**
  - B.**
- 9. Reports**
- 10. Adjourn**

**Please contact EDA Secretary Dan King at 732-7318 if you are unable to attend.**

**EDA Minutes**  
**Wednesday, March 16, 2016**  
**Zumbrota City Hall 7:00 a.m.**

Present: President Dale Hinderaker, Members Brenda Lerum, Brian Haugen, Erik Bengtson and Rich Bauer. Absent: Rich Meyerhofer and Bill Eberhart. Also Present: Kris Ferguson, ZIBA; City Administrator Neil Jensen and Community Development Director Dan King

The meeting was called to order by President Hinderaker at 7:00 a.m.

**2. Agenda**

**Motion Bengtson, second Lerum to approve the agenda as submitted.**  
**Carried 5-0-0**

**3. Minutes**

**Motion Haugen, second Lerum to approve the minutes of the February 17<sup>th</sup>, 2016 EDA meeting as submitted. Carried 4-0-1 (Bauer abstains)**

**4. Financial Reports**

**Motion Bauer, second Haugen to approve the financial report and accounts payable as amended. Carried 5-0-0**

**7. New Business**

**A. Cheney (Alco Bldg.) Interim Use Permit**

Staff shared that an application has been received from Steve Cheney, owner of property at 2101 180<sup>th</sup> Street (Former Alco) for an Interim Use Permit (IUP). The IUP request is to use the property for an unpermitted use (warehousing) until February 28, 2017. The Zoning Code does not list warehousing as a permitted or conditional use in the C2 Zoning District so an IUP is required. Mr. Cheney has a Letter of Interest from a major retailer to lease the building beginning March 1, 2017. However, the tenants require significant improvements to the building prior to moving in. Recently, Commercial Water Distributing has approached him about leasing the space temporarily for warehousing. The temporary leasing would provide the applicant capital to complete the required improvements to the building for a retail lease. If the warehousing operations do not interfere with business operations of the adjoining properties it may be reasonable to allow this *temporary* use of the building in anticipation of the expected retail use in 2017. Conditions could be placed on the IUP to help assure it does not interfere with business operations and a **deadline of February 29<sup>th</sup>, 2017** is established. The Planning Commission held a public hearing to review the request at its March 8<sup>th</sup> Meeting. The Planning Commission voted unanimously to recommend the City Council approve the request at its March 17<sup>th</sup> meeting. There was no action on this matter.

**B. Commercial Water Distributing**

Staff continues to work with representatives of Commercial Water Distributing, who are proposing an addition onto their building. Their plans are not yet confirmed but the last proposal was a 20,000 square foot addition. Once they have committed to a project they need to submit a local business subsidy application and DEED MN Investment Fund (MIF) application. Then staff will follow up with DEED officials and put together a subsidy package based on its added

property tax benefit and job creation to assist in the expansion. No action was taken on this matter.

### **C. Envirolastech**

Staff responded to the Envirolastech Request for Proposal (RFP) last month. Since then representatives have responded and have met with us twice to review the site and potential business subsidy assistance. We are awaiting their determination and a business subsidy application if applicable. No action was taken on this matter.

### **D. Business Workshop proposal**

Staff shared that in January Community Economic Development Associates held a “Business Breakfast” in Stewartville for area businesses. The event was directed to local business owner/operators to learn about relevant topics and network with colleagues. The first presenter was Tracy Lauritzen of CWS, Inc., a strategic marketing firm from Rochester. Members were asked if there was interest in the Zumbrota EDA holding similar meetings for local businesses.

Additionally, Members viewed a video from Hill Capital Corporation, an investment firm that would like to give a presentation to area businesses on the new fund. The fund is an endowment for the preservation of the James J. Hill Library in St. Paul. The fund is seeking investors at this time. It will eventually be available for secondary loans to new startup and growing small businesses and entrepreneurs. Returns from interest on loans will be shared with investors and the historic library. After discussion staff was directed to arrange for a presentation at City Hall and promote the event to local businesses.

## **8. Unfinished Business**

### **A. Zumbrota Veterinary Clinic Expansion/ Relocation**

Staff continues to work with Dr. Nietz on plans for an expansion in the spring. No action was taken at this time.

## **9. Reports**

Lerum reported the Zumbrota Independent Business Alliance is planning several events in the future. On March 19<sup>th</sup> it is holding a “Springtime Dreaming” event downtown. On April 17<sup>th</sup> it is holding a “Fashion Show” at the Historic State Theater. On April 19<sup>th</sup> it is holding a “ZIBA Mixer” to promote the organization and solicit members. On May 6<sup>th</sup> & 7<sup>th</sup> it is holding a “Spring Cleaning” event downtown. Then, to kick off the Covered Bridge Music & Arts Festival, they are planning a “Rock Around The Block” event on Thursday, June 16<sup>th</sup>.

There being no further business President Hinderaker adjourned the meeting at 7:36 am.  
Respectfully Submitted,

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Dan King, Secretary