

Zumbrota Economic Development Authority Agenda
7:00 A.M. Wednesday, May 15, 2019
Zumbrota City Hall, 175 West Avenue

- 1. Call Meeting to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes of Wednesday, April 17, 2019**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
 - A.**
- 6. Visitors to the Board**
 - A.**
- 7. Old Business**
 - A. Repainting of city signs by Schad Tracy**
 - B. 2019 Work Plan Update**
- 8. New Business**
 - A. Request a work session with CEDA to facilitate review of strategic and comprehensive plans**
- 9. Unfinished Business**
 - A.**
- 10. Reports**
- 11. Adjourn**

Please contact City Hall at 732-7318 if you are unable to attend.

Zumbrota Economic Development Authority Minutes
7:00 A.M. Wednesday, May 15, 2019
Zumbrota City Hall, 175 West Avenue

PRESENT: President Richard Meyerhofer, Bill Eberhart, Lindsey Raasch, Brian Haugen, and Council member Sara Durhman. Also present: City Administrator Neil Jensen, City Finance Clerk Miranda Raasch, and Community Development Director Ryan Soukup.

1. **Call Meeting to Order** – at 7:00 AM by President Meyerhofer

2. **Amend/Adopt Agenda** – Motion Eberhart, second Durhman to adopt the agenda submitted. Carried 5-0.

3. **Approve Regular Meeting Minutes of Wednesday, April 17, 2019**
– Motion Meyerhofer, second Haugen to approve meeting minutes. Carried 5-0.

4. **Monthly Financial Report & Accounts Payable** – Board requested the City Accountant Kim Simonson to explain the dollars on this month’s cash sheet in better detail. From now on, the board has requested that Simonson put together a monthly cash sheet that explains the full month’s expenditures in addition to the current accounts payable sheet. Motion Haugen, second Raasch to approve Monthly Financial Report & Accounts Payable. Carried 5-0.

5. **Public Hearings**
 - A.

6. **Visitors to the Board**
 - A.

7. **Old Business**

- A. Repainting of city signs by Schad Tracy** - Schad Tracy has submitted renderings for replacement signs with the new city logo. The signs are vinyl on aluminum as well as vinyl decals for inside city hall. Estimates totaled \$17,090. MOTION Haugen, second Durhman to update the signs to include the new city logo and obtain additional estimates. Carried 5-0. Raasch suggested T & S Signs out of Mazeppa. Soukup will reach out to them for an estimate and send them our logo.
- B. 2019 Work Plan Update** - Updated working draft version 2 was provided to the board, with more details on actions. This is a comprehensive product under continual development that will be briefed at each upcoming EDA meeting.

8. New Business

- A. Request a work session with CEDA to facilitate review of strategic and comprehensive plans** - Per the conversation the EDA board had with Mr. Ron Ziegler, request to set up a future meeting with CEDA to conduct EDA board member training and SWOT analysis to facilitate update of the Strategic Plan. Board requested Soukup reach out to Ron Ziegler to set up a date and time for this meeting.

9. Unfinished Business

- A.**

10. Reports

- 11. Adjourn** - There being no further business, President Meyerhofer adjourned the meeting at 8:05 AM.

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