

# **Zumbrota Economic Development Authority Agenda**

**7:00 am Wednesday June 16<sup>th</sup>, 2021**

**Zumbrota City Hall – 175 West Avenue**

- 1. Call to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes from Wednesday May 19<sup>th</sup>, 2021.**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
  - a.**
- 6. Old Business**
  - a. Business Subsidy Policy**
- 7. New Business**
  - a. Oath of Office for New EDA Member**
  - b. Covered Bridge Festival**
  - c. ZIBA Request for Assistance**
- 8. Reports**
  - a. Update – EDA Owned Lots**
  - b. Update – Java Junction Café**
  - c. Update – County Housing Summit**
- 9. Adjourn**

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

**Zumbrota Economic Development Authority Minutes**  
**7:00 A.M. Wednesday, June 16, 2021**  
**Zumbrota City Hall, 175 West Avenue**

**PRESENT:** Richard Meyerhofer, Brian Haugen, Lindsey Raasch, and Sarah Durhman. Also, present Community Development Director Dylan Armstead, Communications Specialist & Account Technician Miranda Raasch, and City Administrator Brian Grudem. ZIBA representative Brenda Lerum.

**NOT PRESENT:** Dave Starr, Dani Dufresne, and Tina Hostager

1. **Call Meeting to Order** – at 7:24 AM by Richard Meyerhofer
  
2. **Amend/Adopt Agenda** –Meyerhofer requested to add item D. meeting format discussion and item E. new membership discussion under new business. **Motion** Raasch, second Haugen to approve the agenda with the new additions. Carried unanimously.
  
3. **Approve Regular Meeting Minutes of Wednesday, May 19<sup>th</sup>, 2021 – Motion** Meyerhofer, second Raasch to approve the meeting minutes from Wednesday May 19<sup>th</sup>, 2021. Carried unanimously.
  
4. **Monthly Financial Report & Accounts Payable – Motion** Meyerhofer, second Haugen to approve Monthly Financial Report and Accounts Payable. Carried unanimously.
  
5. **Public Hearings**  
A.
  
6. **Old Business**  
A. **BUSINESS SUBSIDY POLICY** - Recently there has been new updates regarding the City's Business Subsidy process including the application, agreement, and policy. The applications have been amended but more work will be needed regarding the agreements and policy.
  
7. **New Business**  
A. **OATH OF OFFICE FOR NEW MEMBER** – Tabled until July meeting due to member not being present.  
  
B. **COVERED BRIDGE FESTIVAL** – Project planning for this year's Covered Bridge festival is underway. The next Festival Committee Meeting is June 16<sup>th</sup> at 6:00

pm at Covered Bridge Restaurant. Discussion will include going over vendor applications and seeking additional vendors.

- C. ZIBA REQUEST FOR ASSISTANCE** – ZIBA member Brenda Lerum was present to ask the EDA for assistance with an upcoming “First Thursday’s Block Party” event which will be on August 5<sup>th</sup>. She inquired if the EDA would be willing to aid in sponsoring some of the costs of this event due to its impact on our community. The EDA informed her that ZIBA would need to present them with receipts prior to receiving any funds (if they vote to approve.) The EDA requested that staff provide their budget for the July meeting to see if they have funds to sponsor something like this.
- 8. Reports –**
- A. UPDATE – EDA OWNED LOTS** – In the Jacobson Business Park there are two EDA owned properties amounting to just over 4 acres of land. This week, Armstead received a call from CoStar (a commercial property listing service) regarding if there had been any updates or inquiries to these lots – to which there have not been since I have been here.
  - B. UPDATE – JAVA JUNCTION CAFÉ** – There is to be a new Coffee Shop off highway 52 with an estimated opening date of late summer/early fall of this year. Remodeling is currently taking place and a new parking lot is being input. The owners have reached out to inquire into if the EDA would like to grant monies for the assistance in this project. Armstead will schedule a time to connect to discuss their options.
  - C. UPDATE – COUNTY HOUSING SUMMIT** – Armstead is a part of a subcommittee that is orchestrating Goodhue County’s annual Housing Summit. This event will be an approximately 8-to-10-week virtual conference starting later this summer with one-hour meetings/presentations of which he will be in attendance and relay any notable findings.
- 9. Adjourn** – Meyerhofer adjourned the meeting at 8:25 AM.