

Zumbrota Economic Development Authority Agenda
7:00 A.M. Wednesday, June 17, 2020
Zumbrota City Hall, 175 West Avenue
*** remote meeting ***

- 1. Call Meeting to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes of Wednesday, May 20, 2020**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
 - A.**
- 6. Visitors to the Board**
 - A.**
- 7. Old Business**
 - A.**
- 8. New Business**
 - A. Keller-Baartman Properties Pro-forma analysis**
 - B. Temporary sign on Grover Lot**
 - C. LinkMe**
- 9. Reports**
 - A. 2019 Household and Population estimates**
 - B. Goodhue County Housing Study**
 - C. CEDA letter, Re: remote work**
 - D. MnDOT Temporary Outdoor Dining Permit**
- 10. 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 17, 2020
Zumbrota City Hall, 175 West Avenue

PRESENT: Richard Meyerhofer, Dave Starr, Sara Durhman, Tina Hostager, Brian Haugen, Bill Eberhart, and Lindsey Raasch. Also present: Finance Clerk Miranda Raasch, Community Development Director Ryan Soukup.

NOT PRESENT:

1. **Call Meeting to Order** – at 7:04 AM by Richard Meyerhofer.
2. **Amend/Adopt Agenda –Motion** Starr, second Raasch. Carried unanimously.
3. **Approve Regular Meeting Minutes of Wednesday, May 20, 2020 - Motion** Meyerhofer, second Starr to approve the minutes from Wednesday May 20, 2020 with the correction of adding Bill Eberhart to the “present” list. Carried unanimously.
4. **Monthly Financial Report & Accounts Payable – Motion** Eberhart, second Starr approve Monthly Financial Report and Accounts Payable. Carried unanimously.
5. **Public Hearings**
A.
6. **Visitors to the Board**
A.
7. **Old Business**
A.
8. **New Business**
A. **Keller – Baartman Properties Pro-forma Analysis** - On 4 June, representatives from the EDA, Ehlers, and City Staff met with Andy Baartman to determine what had changed to cause a

request to renegotiate terms. Mr. Baartman's goal is to obtain the full 26 year possible term of assistance. The City's team requested an updated operating pro-forma so Ehlers can conduct an analysis to determine what the actual financial gap would be. Conducting the analysis would provide the EDA with vital information as to what the developer's financial gap is or if a multifamily housing project is even feasible for this site. Estimates are between \$5,000-\$7,000 for the complete analysis. City Staff recommends a motion to approve the pro-forma analysis. Speaking with the HRA, the TIF note could have been paid off in about 17 years, but they chose the full term to keep the 40/60 AMI for longer. **MOTION** Starr, second Eberhart to approve a pro-forma analysis.

- B. Temporary Sign on old Grover Lot** - Trisha Miller is requesting to place a static sign + figure temporarily on the old Grover lot in commemoration of a worker's 50th anniversary of doing hair. She is requesting placement of the sign from 24 June – 26 June. City Staff recommend a motion to approve placement of the sign as long as it meets City ordinances. **MOTION** Hostager, second Raasch to allow the placement of a temporary sign from June 24, 2020 through June 26, 2020.
- C. LinkMe** - LinkMe is a tool to match those with needs with those that can meet those needs. Categories for needs or assistance include: Help around the house, transportation, errands/shopping, advice/guidance, buy-borrow-sell-give away, lost & found, non-profits, misc. The EDA asked Soukup to look into this further and bring more information to the July 2020 meeting.

9. Reports

- A. 2019 Household and Population Estimates** - Minnesota State Demographer population estimates for the City of Zumbrota 2019: 3,499. Household estimate: 1,490. This is an increase from 2018 estimates at: 3,463 and 1,465 (increase by 36 and 25).
- B. Goodhue County Housing Study** – Soukup provided information regarding the recent housing study Goodhue County recently completed detailing many important facts for consideration to the growth and development of the City of Zumbrota.
- C. CEDA Letter, RE: Remote Work** – Soukup provided a letter from CEDA that offered an update on teleworking.

D. MnDOT Temporary Outdoor Dining Permit – Soukup informed the EDA that the City of Zumbrota was able to obtain a temporary outdoor dining permit from MnDOT allowing the City to permit select local businesses to provide services in the state right-of-way.

DFA Project – Raasch asked what the progress on this project is. Soukup stated that the site plan has been approved but we are still waiting on the building plan approval. It will take 6-9 months to hear if they are approved for a permit to build a waste water treatment facility.

10. Adjourn – There being no further business, Meyerhofer adjourned the meeting at 8:10 AM.