

**Zumbrota Economic Development Authority Agenda**  
**7:00 A.M. Wednesday, June 19, 2019**  
**Zumbrota City Hall, 175 West Avenue**

- 1. Call Meeting to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes of Wednesday, May 15, 2019**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
  - A.**
- 6. Visitors to the Board**
  - A. CEDA – post-meeting training**
- 7. Old Business**
  - A. City signs alternate options**
- 8. New Business**
  - A. 2020 Budget Review and Approval**
  - B. 2019 Covered Bridge Festival initial analysis**
- 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, June 19, 2019**  
**Zumbrota City Hall, 175 West Avenue**

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

**NOT PRESENT:** Dave Starr

1. **Call Meeting to Order** – at 7:07 AM by President Meyerhofer
  
2. **Amend/Adopt Agenda** – Meyerhofer added a letter from Grimsrud Publishing under New Business. **Motion** Hostager, second Raasch to adopt the agenda submitted. Carried unanimously.
  
3. **Approve Regular Meeting Minutes of Wednesday, May 15, 2019** – **Motion** Raasch, second Haugen to approve meeting minutes. Approved with Hostager abstaining.
  
4. **Monthly Financial Report & Accounts Payable** – **Motion** Haugen, second Eberhart to approve Monthly Financial Report and Accounts Payable. Carried unanimously.
  
5. **Public Hearings**
  - A.
  
6. **Visitors to the Board**
  - A. CEDA – Post-meeting training was provided by Ron Ziegler for member training and SWOT analysis to facilitate update of the Strategic Plan at the conclusion of the regular meeting.
  
7. **Old Business**

**A. Repainting of city signs by Schad Tracy** - Schad Tracy estimates are \$11,687 for the two new signs and installation. T & S Signs can provide aluminum-faced panels with 3MM vinyl for \$1,690 each. This does not include installation or tax. For the two welcome signs, this would equal \$3,380 without tax. Estimates have been requested from Dakota Signs out of Rochester, MN, but they declined the job. Board members would like Soukup to continue searching for other companies that estimates could be obtained from for either installation only or sign creating and installation. Raasch will check with Countryside Lawn & Landscape to see if installation was something they could do. Meyerhofer stated that at the next meeting a final decision will be made regarding the signs. **Motion** Meyerhofer to continue searching for another company to create and/or install signs, second Haugen. Carried unanimously.

## **8. New Business**

**A. 2020 Budget Review and Approval** – Raasch questioned if rather than waiting for the Zumbrota Independent Business Alliance (ZIBA) to approach the board for the \$2,000 set aside for Promotional Expenses, if it could just be given to them. The Board requested that Raasch bring back information to next month's meeting as to what the money is used for by ZIBA. **Motion** Haugen, second Hostager to approve 2020 Budget. Carried unanimously.

**B. 2019 Covered Bridge Festival initial analysis** – Soukup reported he does not have the official numbers together but the overall consensus has been positive. There were 90+ Craft and Flee Market vendors as well as 7 Food Vendors. Feedback that was given was the need for better signage. The Fireworks needed to be cancelled due to weather but a possible reschedule for the 150<sup>th</sup> Birthday Party for the Covered Bridge is an option being explored. Raasch suggested a backup plan for the parade should be considered if weather were to be an issue again. Soukup will provide accurate numbers at next months meeting.

**C. Grimsrud Correspondence** – A letter was written to the EDA by Dave Grimsrud that will be provided in the next meeting packet and discussed at the next meeting.

**9. Unfinished Business**

**A.**

**10. Reports**

**11. Adjourn** – There being no further business, President Meyerhofer adjourned the meeting at 8:03 AM.

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