

Zumbrota Economic Development Authority Agenda

5:30 pm Wednesday July 21st, 2021

Zumbrota City Hall – 175 West Avenue

- 1. Call to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes from Wednesday May 19th, 2021.**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
- 6. Old Business**
- 7. New Business**
 - a. Oath of Office for New EDA Member**
- 8. Reports**
 - a. Update – Covered Bridge Festival**
 - b. Update – Java Junction Café**
 - c. Update – New Business Grand Opening**
 - d. Theater Capital Campaign**
 - e. Update – Visitor’s Guides**
- 9. Adjourn**

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

Zumbrota Economic Development Authority Minutes
5:30 PM Wednesday, July 21st, 2021
Zumbrota City Hall, 175 West Avenue

PRESENT: Richard Meyerhofer, Brian Haugen, Lindsey Raasch, Dave Starr, Tina Hostager, and Sarah Durhman. Also, present Community Development Director Dylan Armstead, Communications Specialist & Account Technician Miranda Raasch, and City Administrator Brian Grudem.

NOT PRESENT: Dani Dufresne

1. **Call Meeting to Order** – at 5:30 PM by Richard Meyerhofer

2. **Amend/Adopt Agenda –MOTION** Haugen, second Starr to adopt the agenda. Carried unanimously.

3. **Approve Regular Meeting Minutes of Wednesday, June 16th, 2021 – MOTION** Meyerhofer, second Hostager to approve the meeting minutes from Wednesday June 16th, 2021. Carried unanimously.

4. **Monthly Financial Report & Accounts Payable – MOTION** Durhman, second Starr to approve Monthly Financial Report and Accounts Payable. Carried unanimously.

5. **Public Hearings**
 - A.

6. **Old Business**
 - A.

7. **New Business**
 - A. **OATH OF OFFICE FOR NEW MEMBER** – New member has not been present yet. Dylan will reach out to her one more time to let her know she needs to start attending meetings or they will begin looking for a new member.

8. **Reports –**
 - A. **UPDATE – COVERED BRIDGE FESTIVAL** - Since last month there has been an addition of a parade to this year’s Covered Bridge Festival on September 18th. Other updates are that we have most of our arts and craft vendors, most of our food vendors, all our beverage vendors, and are still working on parade applications. Additionally, applications for sponsorships are still coming in.
 - B. **UPDATE – JAVA JUNCTION CAFÉ** - Last month it was mentioned that Java Junction had made informal requests for assistance. It was determined that

before this step they should be in compliance with the city for permitting and the State for the Health Code. They have submitted one permit (sign permit), but we are still awaiting the other line items before proceeding.

- C. UPDATE – NEW BUSINESS GRAND OPENING** - Next Step Nutrition at 81 W 5th Street had their grand opening on Thursday July 15th. They offer nutritional products including shakes, coffee, and teas. Additionally, The Greensted at 45820 190th Ave recently opened their storefront to the public. They offer “micro-greens” and an assortment of healthy food options for sale. Grudem and Armstead attended these grand openings.
 - D. THEATRE CAPITAL CAMPAIGN** - The theater in town will be holding a capital campaign for their 100th anniversary. City Staff has been made aware of this campaign and we are awaiting more details/formal requests for assistance.
 - E. UPDATE – VISITOR’S GUIDES** - We only have 20 boxes left of our Zumbrota Visitor’s Guides amounting to just over 3,900 copies. Recently 1,500 have been distributing to locations recommended by Explore Minnesota, our states department for tourism. As a reminder we started distribution in late April with 10,000 copies.
- 9. Adjourn** – Meyerhofer adjourned the meeting at 6:20 PM.