

Zumbrota Economic Development Authority Agenda
7:00 A.M. Wednesday, November 18, 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, October 21, 2020**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
 - A.**
- 6. Visitors to the Board**
 - A.**
- 7. Old Business**
 - A. Linkme**
 - B. Promotions – Visitor’s Guide**
 - C. Blandin Foundation Leadership Program 2021 (Tina)**
- 8. New Business**
 - A. 2101 180th Ave assessments**
 - B. CEDA contract renewal**
 - C. ZM-EDA Collaboration**
- 9. Reports**
 - A. Board Membership status**
 - B. Future Land Use plans**
 - C. 300 West Ave/apartment project**
- 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, November 18, 2020
Zumbrota City Hall, 175 West Avenue

PRESENT: Richard Meyerhofer, Brian Haugen, Sara Durhman, Tina Hostager, and Lindsey Raasch. Also, present Community Development Director Ryan Soukup, City Finance Clerk Miranda Raasch, City Administrator Brian Grudem

NOT PRESENT: Dave Starr, Bill Eberhart

1. **Call Meeting to Order** – at 7:00 AM by Richard Meyerhofer.
2. **Amend/Adopt Agenda –Motion** Hostager, second Durhman to approve the agenda. Carried unanimously.
3. **Approve Regular Meeting Minutes of Wednesday, September 16, 2020 - Motion** Haugen, second Meyerhofer to approve the minutes from Wednesday, October 21, 2020. Motion 3-0-2 with Hostager and Durhman abstaining.
4. **Monthly Financial Report & Accounts Payable – Motion** Haugen, second Hostager to approve Monthly Financial Report and Accounts Payable. Carried unanimously.
5. **Public Hearings**
 - A.
6. **Visitors to the Board**
 - A.
7. **Old Business**
 - A. **Linkme** – No new information.
 - B. **Promotions – Visitor’s Guide** – At the ZIBA meeting on 11/17/2020, the business community expressed their interest in pursuing a Visitor’s Guide for 2021. The cost is \$215/page, and

the City will advertise about local attractions (nonbusiness related.) Meyerhofer suggested the subcommittee get together and discuss this further.

- C. **Blandin Foundation Leadership Program 2021 (Tina) - 2022** communities are chosen by April of 2021. City staff is reaching out for potential interest in participating in the next available cohort.

8. **New Business**

- A. **2101 180th Ave Assessments** - Property owner Mr. Steve Cheney is requesting that the property assessments for next spring be waived, approximately \$19,000. City Council had requested a recommendation from the EDA. The EDA is recommending that the City Council does not wave the \$19,000 payment but find other ways to work with Mr. Cheney to both parties' benefit. MOTION Meyerhofer, second Hostager. Carried unanimously.
- B. **CEDA Contract Renewal** - The 2021 annual contract proposed a 3% increase resulting in a cost of \$87,035 for the whole year. MOTION Meyerhofer, second Haugen. Carried unanimously.
- C. **ZM-EDA Collaboration** - Meyerhofer presented an idea to work with the ZM Economics class in a partnership type relationship. This would involve having the class function like the EDA and present their ideas to the EDA. Meyerhofer will reach out to the school to present the idea.

9. **Reports**

- A. **Board Membership Status** - The EDA bylaws state:

The Board shall consist of seven commissioners, appointed by the Mayor with the approval of the Council, with six-year terms of office. Two commissioners must be members of the City Council and the remaining five members shall be citizens at large. All members shall reside in or shall own and operate a business or organization within the city limits of the City of Zumbrota, Minnesota.

The following are the current appointments and end of terms:

Economic Development Authority (EDA)
Tina Hostager, Council – Annual Appointment
Sara Durhman, Council – Annual Appointment
David Starr, Citizen at Large – 12/31/2024
Lindsey Raasch, Citizen at Large – 12/31/2023
Richard Meyerhofer, Citizen at Large – 12/31/2022
Brian Haugen, Citizen at Large – 12/31/2021
Bill Eberhart, Citizen at Large – 12/31/2020
Ryan Soukup, Community Development Director, ex-officio
Brian Grudem, Executive Director- ex officio

On January 15, 2020, the following EDA members were elected to the following offices:

Rich Meyerhofer: President
Bill Eberhart: Vice President
Brian Haugen: Treasurer
Lindsey Raasch: Vice Treasurer

The EDA would like advertisement placed on to the City Website to try and find a new member. They will also check with people they know in the community for interest.

- B. Future Land Use Plans** – City staff are building an application to the Greater Minnesota Business Development Public Infrastructure Grant Program (BDPI). This grant will cover approximately %50 of infrastructure costs, but not land acquisition.
- C. 300 West Ave/Apartment Project** – The project is set to begin no later than September 2021 and is projected to be completed in 2023.
- 10. Adjourn** – There being no further business, Meyerhofer adjourned the meeting at 7:53 AM.