

Zumbrota Economic Development Authority Agenda

5:30 pm Wednesday December 15th, 2021

Zumbrota City Hall – 175 West Avenue

- 1. Call to Order**
- 2. Amend/Adopt Agenda**
- 3. Approve Regular Meeting Minutes from November 17th, 2021**
- 4. Monthly Financial Report & Accounts Payable**
- 5. Public Hearings**
- 6. Old Business**
 - a. Rochester Sales Tax**
- 7. New Business**
 - a. 2022 Membership Discussion**
- 8. Reports**
 - a. ZIBA – Request for Assistance – PA System**
 - b. LMC Course – Public Financials**
 - c. New Business Recognition**
- 9. Adjourn**

Zumbrota Economic Development Authority Minutes
5:30 PM Wednesday, December 15th, 2021
Zumbrota City Hall, 175 West Avenue

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

NOT PRESENT: Dave Starr, Dani Dufresne, Brian Haugen

1. **Call Meeting to Order** – at 5:30 PM by Richard Meyerhofer
2. **Amend/Adopt Agenda –MOTION RAASCH**, second HOSTAGER to adopt the agenda. Carried unanimously.
3. **Approve Regular Meeting Minutes of Wednesday, November 17th, 2021 – MOTION HOSTAGER**, second RAASCH to approve the meeting minutes from Wednesday November 17th, 2021. Carried 3-0-1 with Durhman abstaining.
4. **Monthly Financial Report & Accounts Payable – MOTION MEYERHOFER**, second DURHMAN to approve Monthly Financial Report and Accounts Payable. Carried unanimously.
5. **Public Hearings**
A.
6. **Old Business**
A. **Rochester Sales Tax** – The past two months the EDA has learned more about the Rochester Sales Tax (RST) dollars. The hope was to uncover the remaining balance to be able to utilize for future requests for subsidies. City Financial Director Kim Simonson was present to answer any questions.
7. **New Business**
A. **2022 Membership Discussion** - The EDA has a term soon set to expire at the beginning of 2022. The commission requested that Armstead reach out to Starr and Dufresne to gauge their interest in continuing to be a part of the EDA due to their lack of attendance in the last year. Haugen's first term end this month. Armstead will reach out to him to see if he is interested in continuing on the EDA.
8. **Reports –**
A. **ZIBA – Request for Assistance – PA System** – Last month the EDA approved up to a \$10,000 commitment towards ZIBA's request for a downtown PA System. It has been uncovered in the EDA Bylaws that assistance that is \$10,000 or greater must go before City Council. Mayor Todd Hammel has requested that this be brought before CC in January. Upon further discussion, the EDA has decided to discuss this request again at their January meeting to give ZIBA a

chance to discuss it further at their January meeting. After that, it will be presented to the City Council at their second meeting in January.

- B. LMC Course – Public Financials** – Since last month’s meeting the Public Financials course offered through the League of Minnesota Cities (LMC) has been ordered. Please check your emails to see the details.
 - C. New Business Recognition** - Early in December the Mayor, City Administrator, the News Record, and Armstead visited New Businesses that have opened in 2021 and presented them with their award. See pictures below from this day.
- 9. Adjourn** – Meyerhofer adjourned the meeting at 6:36 PM.