

Economic Development Authority Minutes
Thursday, December 27, 2018
5:30 p.m. Arbor Gardens, Community Room, Eyota, MN

1. **Call to Order/Roll Call:** *Dale Heintz called the meeting to order at 5:30 p.m. with four members present, after the agenda was set, 2 additional board members arrived.*

Members: X- Dale Heintz X-Connie Meiners
X- Craig Horan X-Tyrel Clark
X-Darcy Higgins X-Bryan Cornell
A -Tom Aleshire
Staff: X-Cathy Enerson X-Don Rademacher X-Shelly Schossow
Guest: Jim Schumann

2. **Approve the Agenda:**
Motion: Darcy Higgins to accept the agenda as printed, motion seconded by Tyrel Clark and motion carried 4/0.

3. **Consent Agenda**
Approve the Arbor Gardens Financials
Approve the EDA minutes of the regular October & November meeting
Approve EDA Financials
Motion: Motion by Tyrel Clark to accept the consent agenda, motion seconded by Darcy Higgins, and motion carried 6/0.
The financials included a summary report of the Rochester Sales Tax funds, and the Façade Improvement fund. The handout included potential users for the façade improvement/Small Cities Development Program block grant funds.

4. **Arbor Gardens Report**– Don provided the board with a report, the largest concern is that the resident numbers are down, there are 7 vacancy, the budget is not set for 7 vacancies the board request a revised break even budget be presented at the next meeting. Don indicated the price increase is not the issue, the prices are at or below market, and the issue is that people are staying home until they are in need of high amounts of care.

5. **Revolving Loan Funds**
- **2018 Status:** All loans are current with the exception of the loan to Robin's Floral which is a year in arrears and no longer a city of Eyota business. Robin's Floral amortization schedule on was modified and the applicant has continued to pay the EDA and honor the promissory note.
 - **Request and recommendation to subordinate lien position to the SBA:** *Motion by Darcy Higgins to allow for the subordination of the EDA loan position to the 504 Loan Corporation as per their request for the Little Eagles loan as long as the applicant or 504 and not the City incur costs associated with subordination and or filing the lien position, and motion seconded by Craig Horan, and motion carried 6/0.* The 504 is just closing their loan and therefore why the EDA/City's lien position is in front of their filing.

6. **Director's Report and Board Updates**
- **Small Cities Block Grant update:** Projects are out for bid for two building owners
 - **Community Video – update/Tyrel:** Voice over still needed, Tyrel will finish up the voice over
 - **Burt's Meats grant admin wrap up:** Enerson noted that she has been assisting with grant administration for Burt's USDA grant, the last request is pending, the USDA if shut down will cause a lag but that she hope to be finished up within the next month or two.

- **Final sign replacement proof:** The proof had the sign pointing to the west, Enerson has requested a final proof
- **Compeer Grant \$8,200 request for marketing:** Enerson was able to submit a request for funds of \$8,200 by November 20th, she has not heard if the grant funds were awarded. If awarded the grant funds would be used to assist Arbor Gardens with marketing efforts.
- **Façade Improvements – Eyota Antiques:** The business did not turn in receipts, the business and other businesses will need to reapply.
- **E-1 – incubator and acceleration group:** The group's goals is to simplify the entrepreneur eco system. To elevate and connect entrepreneurs to resources. Information on the accelerator/incubator program was shared with the board. If the city has an entrepreneur that they do not know how to help E-1 is the volunteer group that you can point the entrepreneur to as a single point of contact and the group will arrange for the right program to assist the entrepreneur. The handout is in the board packet. A CEDA member is a volunteer
- **Council – updates:** Tony Nelson will be on the EDA board and City Council as Mayor, Byran Cornell will likely stay on as the Council representative for the EDA, the Jamie and Ray are the other city council members, and there is one seat open on the council.

7. New Business

- **Legislative requests to share with CEDA:** TIF zone created for redevelopment in Eyota was fortunate for the development of child care. Perhaps Eyota could be proactive to create housing TIF zones for future development.
- **December 11th meeting outcome, direction regarding a follow up meeting:** The board discussed the meeting, reviewed the replies to the two questions and noted there was approximately 35 people interested in a follow up meeting. Enerson filled the board in on what meetings with potential buyers but that a cooperative group should be checked into in case the owners do not come to buy/sell terms with the interested parties. The board in an attempt to be inclusive of all interested party will arrange a second meeting as well as create the supporting materials for that meeting. EDA board members indicated that several of the board members will try to attend a meeting on January 14th at 6:00 p.m. Enerson will secure a location and prepare materials for the meeting. Enerson will share the interested group's email addresses after asking if anyone in the follow up group prefers not to share an email address.
- **EDA Website updates:** Enerson presented the EDA website changes, she wanted instruction from the Council reps who the changes should be submitted to. Renee took over for Kathy but has been training. It was shared that currently all staff works with the website, Enerson was directed to connect with Marlis Knowlton for further direction.
- **Land for expansion – PEC Project:** The Mayor, Marlis, and anyone from the EDA is welcome to join People's Energy Cooperative meeting that is set up for 1:30 p.m. on the 10th of January to help identify the area of future development that PEC can potential assist with by marketing the parcels to site selectors and at shows.
- **January 15th Economic Summit in Rochester, \$17 request:** Enerson asked to attend and spread the cost of the ticket between 3 communities at a cost of \$17.00 per city. Motion by *Tyrel Clark* and motion seconded by *Bryan Cornell* to approve the \$17.00 expenditure request, and motion carried 6/0.
- **Housing and Transportation:** The EDA packet introduced the MN Governor's Taskforce for developing homes to the board. The State needs 300,000 more homes at a rate of 50,000 per year as per the talk force. The recommendations will be studied in more detail at the next meeting. The board packet also included a handout about Priority goals to improve transit in this region, the recommendation need to be reviewed by the board to determine if they would like to implement any of the recommendations. Jim Schumann, guest, recommended that someone join the ROCOG Olmsted County committee to learn more about transportation issues in and around Eyota. A name given as a person of contact was Beth Davis.

8. **Other Business:**

- Journey to Growth and CEDA are looking for regional issues that boards want addressed during the legislative session. Noted was the issue of transportation as a primary issue be addressed. It was also mentioned by the Mayor that Eyota should find out how much of the new HRA levy is collected from the City of Eyota and make an attempt to get those funds used in Eyota.
- Darcy Higgins noted that waiving SAC/WAC might need to be addressed again, when looking at other communities Eyota has higher building fees. It was discussed that this might be needed for a future developer, at this time the board would be assisting only one lot owner who is to their understanding not asking for the incentive and not open to selling lots to other builders. The board would like to take the issue up with the new Mayor.

9. **Next meeting: January 24, 2018-** January 14th community meeting, and January 24th EDA meeting.

Adjourn: Motion: Motion by Bryan Cornell to adjourn at 6:40 p.m., motion seconded by Tyrel Clark and the meeting adjourned with no further discussion.

Cathy Enerson 1/24/19

Cathy Enerson

Date

EDA Director

Dale Heintz 1/24/19

Dale Heintz

Date

EDA Chair