

EYOTA ECONOMIC DEVELOPMENT AUTHORITY, MEETING MINUTES

DATE: February 16, 2017
TIME: 5:30 p.m.
LOCATION: Arbor Gardens

Call the Meeting to Order: Dale Heintz called the meeting to order at 5:34 PM

Roll Call: In attendance: Dale Heintz, Craig Horan, Bryan Cornell and Tyrel Clark
Absent: Connie Meiners, Ryan Castle and Darcy Higgins
Staff present: Cathy Enerson and Shelly Schossow

Set the Agenda: *Tyrel Clark motioned to set the agenda as written, Bryan Cornell seconded the motion and motion carried 4/0.*

Arbor Gardens

Financials were previously emailed, see debt service report

- Director's Report
Enerson report on behalf of Don Rademacher who was absent.
 - Memory Care is full.
 - Two independent apartments are open.
 - One open assisted living apartment is available.
 - Accounts receivable are at approximately \$18,000
- Tealwood committee meeting
Enerson and Clark
 - Committee met on 2/9/17. Discussion included: aging report, capital expenses, requesting two Tealwood signatures for checks, the Rochester Clinic and comprehensive care.
 - Long term capital plan will be requested from Tealwood and Arbor Gardens management. Enerson will provide the board with an example of a capital reserve plan.
 - Enerson will contact Rochester Clinic's Dr. Lia to ask how he sees his services evolving and to inviting him to a future EDA meeting.
 - Arbor Gardens payroll related expense payment checks, reimbursing Tealwood will be authorized by City Clerk Knowlton and signed by Tealwood representatives to avoid mailing expense and delays. *Cornell motioned to allow two Tealwood signatures on checks with an email to Knowlton. Horan seconded the motion. Motion carried 4/0*

I. Approve the EDA Minutes: *January 19, 2017 EDA minutes: Clark motioned to approve the January 19, 2017 minutes, Cornell seconded the motion, and motion carried 4/0.*

II. Budget Status Report -

- Financials were not ready in time for tonight's meeting as city staff are still working on closing out 2016 year end financials.
- Enerson noted she did confirm the moving of \$2,100 from reserves to EDA 431, the previously noted unused EDA 2016 budgeted funds are assigned to: \$5,000 to the future welcome sign and \$2,000 for future Rolling Hills bus.

III. Old Business:

- City Council action updates by Cornell
- Child Care Center start up, DEED grant application status
we are currently 3 weeks out from when the results were originally to be announced, the board is still waiting to hear the results of the grant application.
- February 28th presentation of the MN Design Team and Retail Gap Analysis presentation 5:30-8pm. Enerson commented that a representative of the park board was still needed, Clark mentioned they had it narrowed down but not decided on. Cornell asked what he could do to prepare for the meeting. Enerson suggested he could use the short, medium, and long term goals as talking points and give updates on items listed for each timeframe including the feasibility study for the lake.

