

**Economic Development Authority Minutes**  
**Thursday, June 27, 2019**  
**5:30 p.m. Arbor Gardens, Community Room, Eyota, MN**

**1. Call to Order/Roll Call**

Members:	X ___ Dale Heintz	A ___ Connie Meiners
	A ___ Craig Horan	X ___ Tony Nelson
	X ___ Darcy Higgins	X ___ Bryan Cornell
	X ___ Tom Aleshire	
Staff:	X ___ Cathy Enerson,	
	Tealwood, Marlene and Chris	

**2. Approve the Agenda:**

*Motion by Tony Nelson to approve the agenda as written, motion seconded by Bryan Cornell, and motion carried 4/0.*

**3. Consent Agenda**

Approve the Arbor Gardens Financials  
Approve the EDA minutes for May 2019  
Approve EDA Financials

*Motion by Tony Nelson to approve the consent agenda as presented, motion seconded by Darcy Higgins, and motion carried 4/0.*

**4. Arbor Gardens Report: Tom Aleshire arrived,** – Chris and Marlene presented the Arbor Gardens report, census is down, and financials were rebounding. The board discussed a potential warranty from Jason Bye for loose siding. Darcy Higgins volunteered to look over the building to access the siding and painting issues and report back to the board. One of the water heaters is broken, the facility is operating on two, the board would like the water heater replaced to keep up the city assets, and in case another water heater were to go out. The board asked if the freezer was fixed or replaced, it was able to be repaired. Marlene shared the Arbor Gardens needs to be known as Arbor Gardens Senior Living, so the intent of the senior living community is known. She indicated that more marketing is needed. Marlene presented a flyer for an upcoming music program and asked that the City promote the program. *Motion by Darcy Higgins to spend \$8,372 from the Enterprise Fund to purchase and replace the broken water heater, motion seconded by Tom Aleshire, and motion carried 5/0.*

**5. Revolving Loan Fund Requests:** None

**6. Rochester Sales Tax- Façade Improvement update,** no new requests, there are three existing requests for staff to administer.

**7. Senior Housing committee report:** The board packet contained discussion point for the board that involved expand or change the senior housing, review other sources management firms and management contracts, and or to determine of the City would sell the asset. A sample of a management contract was in the board packet. After the committee report, and board discussion, *Motion was made by Bryan Cornell to begin the process of reviewing other management contracts for Arbor Gardens, motion was seconded by Darcy Higgins, and motion carried 5/0.* Staff was instructed to let both parties that met with the committee to know that the board would like each party to submit a copy of their management contract. Contracts would be sent to the city attorney and or possibly the League of MN Cities attorney for review. *Motion then made by Tom Aleshire to make the recommendation to Council that the EDA schedule a public hearing, pending council approval, to gather public input about possibility selling Arbor Gardens, motion seconded by Darcy Higgins, and motion carried 5/0.* The board asked if staff has asked Tealwood if they would purchase

Arbor Gardens, staff had asked Chris and before that Jason if Tealwood would be interested, the reply was no that the size does not fit their ownership model.

**8. Place Making Opportunity with PEC:** A new contest and program details for Main Street make over were shared with the board for staff feedback and direction, the new program and contest is a grant opportunity for technical assistance to create a development plan and provides marketing assistance. At this time the board did not have a project in mind for the EDA, or was staff directed to create a program to fit the contest.

**9. Business Expansion and potential start-ups report:** Staff reported on some of the new expansions and possible start-ups based on the past months visits and calls. **Copies of the details and time line for the Eyota Holdings tax abatement were placed**

**10. Informational pieces for the EDA packet**

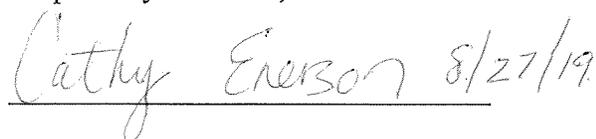
- Council updates, build and save for commercial to be reviewed by the Council
- PEC June 6<sup>th</sup> recap, a document was prepared summarizing the meeting
- PEC Round-Up Grant - \$2,962.70 submitted by EDA/AG – PEC would like the grant submitted without training labor, Cathy has made the edits, and the grant was submitted and is pending.
- Small cities block grant progress report- One project with for units is well underway, the Speltz vacant apartment building is not moving forward or sold, the funds may be assigned at the end of the month to another project on the waiting list.
- Olmsted County Health Department- A copy of the community findings was placed in the board packet for review.
- Area meetings – details were placed in the board packet. The packet contained a 3 month periscope summarizing area grants.

**11. Other:** An apartment building project is still be considered and has area agencies interested. The site is not available, will need rezoning for any use as townhomes and or apartments. The board provided staff names of the Chairs at Peace Lutheran and at Our Saviors for staff to share with the developers.

**Adjourn:** Motion by Bryan Cornell and seconded by Darcy Higgins to adjourn at 6:44 p.m., without further discussion the board unanimously adjourned. **The developers asked for contact person at the local churches to see if the church would be interested in selling land.**

**Next meeting:** July 25<sup>th</sup>

Respectfully submitted,

 Cathy Enerson 8/27/19

Cathy Enerson  
EDA Director

 Dale Heintz

Dale Heintz  
EDA Chair

date 8-21-2019