

October 26, 2023
EDA Board Meeting Regular Minutes
5:30 pm
Location: Eyota Fire Hall

1. Call to Order/Roll Call:

Members:	X ___ Dale Heintz	X ___ Tamara DeMuth
	X ___ Terry Potter	X ___ CC Rep. - John Pittenger
	A ___ Jason Banitt	X ___ CC Rep. – Tony Nelson
	X ___ Brian Halvorson	X ___ Cathy Enerson, Staff

Guests: Eric, Brenda, and Colton Bennett

2. Welcome Guests – public comment – 5 minutes

3. Approve the Agenda: Board Action

Motion by Terry Potter, motion seconded by Brian Halvorson to approve the EDA agenda as presented, and with a request for any additions or changes the motion carried 6/0.

4. Approval of the Consent Agenda: Board Action

- EDA Minutes:
- Financial Report:

Motion by Brian Halvorson, motion seconded by Terry Potter to approve the EDA Consent agenda as presented without financials, and motion carried 6/0.

5. City Business & Member Updates:

- **Council:** City budget is likely a 2.3% increase to the general levy. Mike Bubany worked with the city on a future capital improvements schedule and will recommend future levies at about 6% to cover keeping up with city infrastructure improvements.
- **Planning and Zoning:** The city is looking for a planner to contract for a few hours or days a week, similar to the assistance CEDA provides in Economic Development. Cathy shared Wabasha contract a few hours per week with Bolten and Menk. Cathy was asked to reach out and share the contact.

6. Revolving Loan Requests:

- **New Applications – Bennett:** Eric, Colton, and Brenda Bennett owners of the Eyota Market attended the meeting. Director Enerson presented the loan application and loan summary based on the EDA check list for Revolving Loans. The Owners were in attendance and shared they have purchased their location in Plainview, remodeled some of the Plainview space for Mayo Clinic, and have the following plans to improve the Eyota location: A new deli oven, new deli scale, roof repairs, hood repairs, new freezer, black top sealing, redesign and improve the back room now that the bank remodeling is finished, as well as sprinkler system upgrades. The application was accompanied by a letter from the bank indicating both collateral at 1:1 or above is satisfactory, as well as debt service ratio is at 1.15% or higher to meet the EDA loan guidelines for a 7 year, 2.5%, \$30,000 loan as requested. Cathy shared the EDA account balanced and that the applicants have already paid off 55 of their revolving loan fund payments used for the purchase of the market in 2019. *Motion made by*

Tamera DeMuth to approve a \$30,000 loan for 7 years, at 2.5% for the market, paid out as reimbursements, motion seconded by Terry Potter, and motion carried 6/0.

- **Changing to New Bank, auto collections:** Cathy has requested all loan clients change to a 1st of the month auto payment pushing funds to the city depository. Colton, from the Eyota Market, was present at the meeting and indicated they have made the switch.

7. **Façade Improvement Grant Applications**

- **Brian Munroe status report:** Brian was contacted, letting him know he can submit paid invoices for reimbursement, to date no invoices have been received.

8. **Old Business**

- **New Highway Beautification grant, City Council approval:** A copy of the Eyota grant, not a sample grant, was provide to the EDA and Council for signatures. Plants were ordered and will be planted by Jason Bye, local townhome developer.
- **Planning and Zoning comp plan – Compeer Grant:** A \$5,000 grant was awarded to update the City’s Comprehensive Plan. *Motion by Brian Halvorson to recommend to City Council to accept the grant, motion was seconded by Tamara DeMuth, and motion carried 6/0.*
- **Housing - State of MN Approved Housing Trust Fund or Housing Revolving Loan Fund tools:** The board earlier reported the current and future levies. Given there will be many capital projects including the cost to repair roads and infrastructure, the Director is placing this project on the shelf until it can be funded using a portion of a future TIF or Tax Abatement project. The board packet contained a revised plan and input from the City Financial Planner.

10. **New Business**

- **Site Selector Lead:** Cathy shared the lead with PEC and Dan Arnold indicating the City would not have 100-200 acres to promote, however the two of them could work on a proposal for the MinnEnergy site.
- **Community Profile for the website:** Cathy reported she is working with Alexis on updates to the two pages, the Business, and Economic Development Department tabs of the city website. She shared a demographic info graph page that will be posted to the site. The info graphic came from Bolten and Menk as a part of her presentation at the American Planners Annual Meeting in St Cloud October 5th.

Other:

- Cathy shared an area allocation provided by the state legislature which will enable a regional study of transit to potentially increase rural transit options. The Council and Planning and Zoning will need to become better aware of the regional planning and participate.
- Cathy shared a flyer which showcases Dollar General has several mobile clinics they are testing out for non-emergency care to those people 6 months and older. Currently there is not a Dollar General mobile clinic in the Rochester area, including Eyota.
- Cathy made a request of public works to order the wayfinding sign blade that was destroyed in the wind. There was a photo of the sign in the board packet,

Next Meeting; Discussed the next meeting falls on a holiday, November 28th, 5:30 pm is the Council meeting. Motion by Brian Halvorson to move the meeting to the 28th of November due to the holiday, motion seconded by John Pittenger, and motion carried 6/0.

Adjourn: At 6:20pm motion by John Pittenger to adjourn, motion seconded by Terry Potter, and motion carried with no further discussion, 6/0.

Meeting Minutes Respectfully Submitted by,



Cathy Enerson, EDA Director 11/20/2023 Date



Dale Heintz, EDA Chair, Date