

# EYOTA ECONOMIC DEVELOPMENT AUTHORITY, MINUTES

**DATE:** April 23, 2015  
**TIME:** 5:00 p.m.  
**LOCATION CHANGE:** Arbor Gardens

**Call the Meeting to Order:** Dale called the meeting to order at 5:02 pm.

**Roll Call:** Dale Heintz, Connie Meiners, Shannon Reuss, Bryan Cornell and Amy Brown were in attendance. Bryan joined the meeting at 5:15 p.m.

Cathy Enerson EDA Director was present, and Don Rademacher Arbor Gardens Director was ill. Marlis Knowlton and Gary Smith attended as guests.

**Set the Agenda:** *Motion by Tyrel Clark and seconded by Shannon Reuss to approve the agenda with the addition of a sign rider to the agenda in the category of other business, motion carried 5/0.*

## I. Arbor Gardens

- Financials - emailed
- Report – Don was absent but left a report for the board, Exhibit A. The board discussed quick attention is needed to any future invoices in which payments are not received. The board would like to see the items for sale from the pool table room fully promoted.

**II. Approve the EDA Minutes: March 26, 2015** - *Emailed to the board, Tyrel motioned to approve the minutes, Connie seconded the motion, and motion carried 5/0.*

## III. Budget Status Report: Cathy presented

Economic Development Authority Financial Report Month ending: **January 31, and February 28, 2015** – to be emailed

	ending	February	March
220 EDA cash balance checking:	\$ 41,780.68	\$ 36,575.34	
221 Revolving Loan Fund	\$ 44,899.65	\$ 45,166.94	
222 Eyota Investment Fund balance cash	\$ 15,799.80	\$ 15,835.57	
223 Rochester sales tax funds	\$ 212,073.89	\$ 212,073.89	
655 Arbor Gardens Enterprise Fund August	\$ 143,719.82	\$ 106,901.82	

- Charter Invoice: Information, expense was approved with the promotional spending outline. The EDA will pay for half the cost of the transportation video for a total of \$400.00 in May, St. Charles will be paid for the second half of the invoice, \$400.00 also in May.

## IV. New Business:

- **Journey to Growth Plan and Rochester RAEDI, guest Gary Smith:** Gary Smith attended the meeting to present information about Rochester Area Economics Inc. and the Journey to Growth employment sector diversification plan. RAEDI commissioned a plan at the cost of \$150,000 to create and encourage employment sector diversity which would allow Rochester not to be as highly dependent on the health care employment sector. Gary asked the City to join RAEDI at the cost of \$2,900, which includes a board seat. There was also a request to add \$2,100 additional in funding to become an implementation partner for the Journey to Growth plan to diversify the employment sector in and around Rochester. The board thanked Gary for the information, his updates, and the invitation to join RAEDI. The board will revisit the offer at their next meeting. Handouts were kept in the EDA monthly file for future reference. The full Journey to Growth plan can be viewed on the RAEDI website.

- **Memory Care open house- May 18<sup>th</sup>:** Construction is on track, the area will not be officially opened and staffed until there are three residents.
- **Board Member resignation:** A formal letter of resignation was accepted by the board, Doug McCabe has left his position with Eyota's Bremer Bank branch. Doug sent in his letter of resignation to hold an EDA board seat to the EDA board.
- **EDA easements West of Chester Woods for the Trail:** Informational and update: An attorney requested additional information about the City's easements they own on land that is slated to be a regional trail. The city's easement interest has been transferred to the DNR, the DNR has paid back Eyota the amount they agreed to pay Eyota and that was owed to the City to obtain the easements. Documentation can be found in the monthly EDA file.
- **Housing Forum, April 24<sup>th</sup>:** Cathy will present at the housing forum the Small Cities Block Grant program and the positive effect it is having on downtown Spring Valley. She will also present three different housing programs, two of which she administers. The meeting is in Rushford at Tri-County Electric. Greater MN Housing and MN Housing representatives will be on hand. A flier for the event was placed in the board packet. Board members are encouraged to attend.
- **CEDA Annul meeting, Friday, May 15, 2015.** An invitation was emailed to board members. Members are encouraged to attend. Golf follows the event. Cathy is required to attend
- **SEMLM Conference April 29<sup>th</sup> – Marlis/Tyrel:** This event will be held in Kasson, the agenda is in the board packet. The agenda looks very informative. Marlis plan to attend the conference all day, Tyrel will attend the evening sessions.

V. **People's Cooperative (PEC) visit, May 28, 2015:** Joya Stetson represents PEC, she will inform the board about past and present incentives available to local businesses.

#### VI. **Old Business:**

- **Director's Report:** Enerson reviewed the Director's report: Exhibit B
  - Transportation Video: No changes recommended the shots are scheduled for May 12<sup>th</sup> and 14<sup>th</sup>. Model release forms are an important part of the process. Cathy is setting up the St. Charles Day Care, and swimming pool shots as well.
  - Strategic plan update: Small Cities Block grant update: The City does not have a third project to combine with commercial rehabilitation to apply for a small cities development grant at this time. Cathy will layout several area programs and a recommendation for the next meeting. The recommendation will include using Rochester's half percent sale tax funds towards a façade improvement program.
  - Craft Beer Show: Arrangements will be made for a volunteer to attend using the tickets that came with the promotional advertising piece the EDA has in the craft beer program. Shannon volunteered to find persons to use the tickets and report back on how the event and networking went.
  - Minnesota Business Subsidy Reporting: Tax abatement must be reported, Cathy will complete the report.
  - Minnesota Design Team Screening Visit: Informational: A comparison of the three opportunities were placed in the board packet for review. The MN Design Team screening visit took place, several community members attended. It was determined by the MN Design team screeners that Eyota was a good fit for a Design Team visit. There is a great deal of planning, volunteering and attendance needed by the community to host a successful visit.  
The board has until next year to decide what services they would like to assist with Main Street planning, trail head planning and community center planning. No final decision was made on how to proceed with the three proposals.
  - Development Update: The project that includes two lots behind Arbor Gardens was discussed. Cathy was instructed to get the Shop Local Video underway.

#### VII. **Other: Sign Rider request to add proposals:**

*Motion by Bryan to spend \$225.00 from the EDA capital expense account for the addition of a sign rider in recognition of the State Girls Basketball Championship in the amount of \$225.00, the sign is to be installed by the City's public works department on*

*the welcome to Eyota sign on Knowledge road, the motion was seconded by Amy Brown, motion carried 6/0.*

The board discussed signage on the welcome sign on the highway. The cost was a factor, no action was taken to add additional signage on the welcome sign. Cathy will look into a suggestion that was made to have hooks installed to hang sign riders on.

The board continues to look into idea that support the addition of single family home lots to grow housing in Eyota.

**VIII. Next meeting:** the 4<sup>th</sup> Thursday is May 28th

**Adjourn:** *Motion by Tyrel and seconded by Connie to adjourn the meeting at 6:40 pm.*

Respectfully submitted,

---

Cathy Enerson  
Director

date

---

Dale Heintz  
Chair

date