

EYOTA ECONOMIC DEVELOPMENT AUTHORITY, MEETING MINUTES

DATE: December 1, 2015
TIME: 5:00 p.m.
LOCATION: Arbor Gardens

Call the Meeting to Order: At 5:05 Dale Heintz called the meeting to order.

Roll Call: In attendance: Dale Heintz, Connie Meiners, Tyrel Clark, Ryan Castle, Craig Horan, Byran Cornell, and Cathy Enerson. Also in attendance was Brett Lincoln. Amy Brown was absent

Set the Agenda: *Tyrel Clark motioned and Connie Meiners seconded the motion to set the agenda, and motion carried 4/0.*

Arbor Gardens

Financials - emailed

Report – Don – See Exhibit A

I. Approve the EDA Minutes: October – pending

II. Budget Status Report

Economic Development Authority Financial Report Month ending: **October, November**
pending month end close out

220 EDA cash balance checking:	\$ 58,667.63
221 Revolving Loan Fund	\$ 46,991.44
222 Eyota Investment Fund balance cash	\$ 17,656.97
223 Rochester sales tax funds	\$ 212,198.84
655 Arbor Gardens Enterprise Fund August	\$ 107,209.92

- Delinquent client(s) correspondence: The client was mailed information to begin an automatic deposit.

III. EDA Director's Report: Exhibit B

IV. Old Business:

- **Strategic Plan updates and new activities:** Goals one through six were reviewed during the 2016 work plan outline. The timeline for activities and progress to be reviewed again in early 2016.
- **January 28th Rural by Design workshop:** The information of the planning event will be sent to Eyota's Planning Department so a board member can possibly attend.

V. New Business:

- **Business Incentive applications** – There were no new applications to review.
- **2015 programs/2016 update:**
 - **New Construction:** *Motion by Connie Meiners, and seconded Bryan Cornell to extend the new construction housing incentive through December 31, 2016, and motion carried 6/0.* The sewer board will continue to waive fees of through 2016.
 - **Revolving Loan Fund terms:** *Motion by Tyrel Clark, and seconded by Ryan Castle to continue with the revolving loan fund interest rate of 2%, and change the terms of the loans from six years to, two to 10 years depending on the type of loan, and motion carried 6/0.*

- **Business Subsidy Guidelines:** Motion by Byran Cornell and seconded by Connie Meiners, to enhance the application process within the guidelines to reflect that the applicant is to submit drawings or sketches to the EDA Board for review of the colors schemes used for the final project, and motion carried 6/0. Cathy corresponded with the applicants that have not started their projects about the need to extend their requests.
- Water and sewer rates for 2016: Informational, rates will go up slightly in 2016.
- **MN Design Team Planning – Committee Chair, clergy Visit, MN Design Team workbook handout:** The board reviewed the handouts that were shared with the area clergy. The EDA board will discuss more about the visit in January. Tyrel reported that the meeting with the Clergy was well attended and there were offers and suggestions about how to house the guests. There was also discussion about an area food shelve further developing beyond the back pack program.
- **National Association for the Exchange of Industrial Resources** – resources for a local non-profit group, reviewed by the Board who recommend that the information get passed on to the Ambulance.
- **Concern - Apartments in the Commercial District:** tabled
- **From Planning and Zoning – Possible Specific Façade Improvement Guidelines:** suggestion was addressed in the enhancement of the guidelines.
- **Community Bus update** – Tyrel Clark explained that new times for Eyota beginning earlier in the day are being implemented for the SEMCAC community bus. The City has a cost share agreement for two more years for the community transportation. Cathy shared with the SEMCAC marketing team upcoming community events and ideas for future marketing of the community bus.
- **2016 Work Plan** – First review of the plan by the board, the plan suggests a ribbon cutting at International Collagen Resources, the board discussed the Brain Gain the study that demonstrates social behavior of the 29 -44 year olds is to move back to the rural communities, and the goal is to attract that age group to Eyota’s community and great schools.

VI. **Other:** The Value Added Grant application that Cathy wrote for Burt’s Meats, received a congratulation letter in being awarded funds which a copy of was in the board’s packet. Cathy will continue to assist Burt’s complete and submit the final documents that are required to draw up the grant contract.
 Cathy will attend the Revitalizing Store Front Conference in Cashton WI, on November 19th.

Next meeting: January 28, 2016

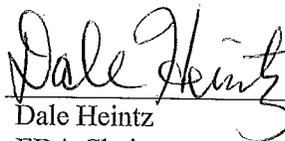
Adjourned: At 6:35 p.m. Byran motioned to adjourn the meeting, with no further discussion the meeting was adjourned.

Respectfully submitted,



 Cathy Ererson
 EDA Director

3/24/16
 date



 Dale Heintz
 EDA Chair

3/24/16
 date