



**ECONOMIC DEVELOPMENT AUTHORITY  
MEETING AGENDA  
TUESDAY, AUGUST 25, 2015 @ 6:00 P.M.  
Council Chambers**

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approval of Minutes.
  - A. June 30, 2015
5. Approval of Financial Reports.
  - A. June 2015
  - B. July 2015
6. Business.
  - A. SEDCO Reorganization
  - B. 2016 Budget, Capital Projects
  - C. EDA Project Updates
7. Board Announcements.
8. Adjourn

**MEETING MINUTES  
AUGUST 25, 2015 @ 6:00 PM**

The meeting was called to order by President Thomes at 6:00 pm.

Members Present: Bergersen, Hatlestad, Kloeckl, Sorenson, President Thomes, Councilmember Battcher, Councilmember Nuesse

Member Absent: None

Also Present: Director Smith-Strack

Motion by Bergersen, seconded by Battcher, and passed by unanimous vote to approve the agenda as presented.

Motion by Bergersen, seconded by Hatlestad, and passed by unanimous vote to approve the minutes from the June 30<sup>th</sup> meeting as presented.

The June and July Financial Reports were reviewed.

Motion by Bergersen, seconded by Battcher, and passed by unanimous vote to approve the June and July Financial Reports as presented.

Thomes explained the changes occurring within SEDCO. He stated that the new Board (new name not decided on yet) will be smaller and consist of 15 members: seven (7) will make up an Executive Committee and the rest will include business owners, the school, the hospital, etc. This new committee will be more oriented towards county economic development and meet quarterly.

The proposed 2016 Budget and capital projects were reviewed. It was noted that there is \$10,000 remaining in this year's capital allocation for the platting of the industrial park and likely carried over to next year. There are no capital projects included for 2016 or 2017; however the extension of utilities to the industrial park is planned for 2018. Smith-Strack commented that the proposed budget includes an increase for professional services, Committee member pay, and a per capita allocation to SEDCO.

Motion by Sorenson, seconded by Bergersen, and passed by unanimous vote to approve the proposed 2016 Budget for the EDA.

Updates were given and/or reviewed on various projects currently in process:

- It was noted that the Hutch Co-Op construction/expansion (fertilizer plant) was well underway.
- Smith-Strack commented that the City Council has been trying to obtain an easement from Seneca for accessing the Industrial Park. Seneca will not give an easement. The Council has authorized Attorney Arneson to negotiate with Seneca for the purchase of the smallest amount of land needed for the access to the Industrial Park.
- Smith-Strack commented that a local manufacturer is considering making some improvements to their building in the future; however there are underground transmission and utilities that would have to be moved. She has been in contact with the City Engineer and Electrical Engineer on this

and they have determined an approximate cost to move everything. She suggested allowing the property owner to use tax abatement or tax increment financing to help offset the costs. Project could move forward next year.

- Smith-Strack explained that the Planning Committee and Council approved an ordinance that amends some uses within the Central Business District (downtown area). Due to a request from a potential business and in light of the number of vacant store fronts in the downtown, limited manufacturing is now permitted through a conditional use permit provided:
  - There is no outdoor storage of items related to the manufacturing use;
  - Manufacturing uses are only allowed on the street level or below;
  - Deliveries are to be made off-street to the extent possible;
  - Company vehicles must be parked off street, and
  - The proposed manufacturing use doesn't conflict with second story rental uses.
- Smith-Strack commented that the Small Business Development Center is providing its 16-hour Profit Mastery course on October 20<sup>th</sup> & 27<sup>th</sup> (8 hrs per day) at the Courthouse in Gaylord. Those interested in attending should register with the County. Thomes commented that there were 10 free registrations available.
- Smith-Strack commented that she had reached out to SBDC and SBA regarding business succession planning resources. She is trying to get some discussion going or host an event locally regarding such issues.
- Smith-Strack, along with Adm. Donabauer met with representatives from the Minnesota River Area Agency on Aging and talked about an ACT on Alzheimer's outreach effort that also has a grant component. Smith-Strack commented that she feels this subject is better addresses at the County level versus the local level. Members from the Carver County Office of Aging will be on hand for discussion on active aging at the county-wide Administrators' & elected officials meeting in early December. Smith-Strack invited the EDA to attend the meeting.
- Smith-Strack commented that the potential buyer of the old dry cleaner space was currently investigating whether or not to expand the business operations. If expansion is needed, the space will be too small.
- The Dollar General Store is still moving forward. Smith-Strack is still working with them.

Motion by Kloeckl, seconded by Bergersen, and passed by unanimous vote to adjourn the meeting.

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President Richard Thomes

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Director Cynthia Smith-Strack