



EDA Meeting Minutes
Wednesday, July 22, 2020 8:30 a.m.

Remote Meeting information:

<https://meetings.ringcentral.com/j/1488339810>

Meeting ID: 148 833 9810

Attendees: EDA President Kevin Anderson, EDA Vice President Frank Christopherson, Mayor Carl Pederson, City Councilor Steve Ovick, Doug D'Aigle, Mike Sauser, and Tom Gahler.

Staff: Matthew Van Steenwyk, City Administrator and Lezlie Sauter, Community Development Director

Absent: None

Call Meeting to Order at approximately 8:31 am by President Kevin Anderson.

Approval of June 24, 2020 Meeting Minutes - *Motion to approve the June 24, 2020 meeting minutes by Christopherson, seconded by Pederson. On a roll call vote Anderson, Gahler, Ovick, D'Aigle, Pederson, Christopherson voted in favor and none against (Sauser was late to the meeting and did not vote). Motion carried.*

Presentation of June 2020 Treasurer's Report and Bills – Van Steenwyk provided a summary of the June 2020 bills and treasurer's report. Van Steenwyk noted that additional information would follow on the \$400 charge to Spire as well as additional financial reports. Sauter sent out clarification on the \$400.00 charge after the meeting, it was a payment to Sky Eye Films, which was reimbursed by the GPAE grant for the Technology Park Video. Sauter provided an overview of the MPCA work on the airport parcel work. *Motion to approve June 2020 Treasurer's report and Bills by Anderson, second by Christopherson. On a roll call vote Anderson, Pederson, Gahler, Ovick, Sauser, D'Aigle, and Christopherson voted in favor and none against. Motion carried.*

EDA Mission Statement/Strategic Plan – The board entered into a brief discussion on the EDA mission. Sauter provided the notion that ECRDC could be brought in to help guide the process. Sauter was directed to seek out a cost estimate from the ECRDC for proceeding with guidance support on review of the EDA mission statement and strategic plan. Sauter obtained a quote from ECRDC after the meeting and sent out information to EDA members. ECRDC can assist with the strategic planning process, it takes about 4 to 5 months with Jordan Zeller of ECRDC attending monthly EDA meetings and roughly would cost \$4,000. GPS 45:93 recently received a quote from Northspan to assist with a similar strategic plan project and the estimate was \$6,500.00. Additional discussion was tabled to a later meeting.

Discussion on how to market Airport Rd Parcel (PID 42.0042.000) – Sauter provided a summary of the airport parcel conversation to date and made a request for clarification on how to market this parcel. Sauter noted the need to execute a minor subdivision of the parcel from the Public Works parcel. A discussion was had on including the water tower parcel into the plan to replat both parcels in the tech



park. A discussion was had on potentially splitting the shooting range parcel. Sauter to seek guidance from Carlson McCain on best practice in this matter. *Motion by Christopherson, seconded by Pederson, to recommend the replat of both parcels PID 42.0042.000 and 42.0041.000 with additional details on plans and process to follow. On a roll call vote Anderson, Pederson, Gahler, Ovick, Sauser, D'Aigle, and Christopherson voted in favor and none against. Motion carried.*

CARES Act Funding – Sauter provided a brief update on the Business Assistance Planning Coronavirus Aid, Relief and Economic Security, CARES Act funding and the potential uses. Sauter noted the discussions to date with the ECRDC and the County on using the proposed funding. No action was taken on this item.

Timber Pines – Sauter noted that the developer's agreement has been reapproved. Sauter noted that she was unsure on their current schedule. A better update should be available in the coming weeks. Pederson noted that he did reach out to the developers and will relay information when received.

EZ Electrical Solutions – Christopherson provided an update and the intention of EZ Electrical Solutions to have retail products in stock at Menards by Labor Day.

Don Julio – A request was made for staff to seek and update on the loan and opening plans.

Mill Site – Sauter provided a project update noting the cost estimates of installing an advertisement sign was excessive and the HRA Board would rather focus on digital advertisements for this parcel. Sauter also noted the extension of the RFP to November 2, 2020.

Early Years Academy – Sauter provided an update noting the impacts of COVID.

Hotel – Sauter provided a brief update on ongoing conversations with interested parties. No other update was provided.

Orvis Property – Van Steenwyk provided a purchase update noting the ongoing conversations with Mr. Orvis. Van Steenwyk noted the intention to split the parcel to provide for one acre for the existing home.

Community Venture Network Event – video presentations on/around August 21, 2020 – Sauter provided an update on the CVN video which she will send to the EDA members when it is available.

Chamber Updates (Becky) – None provided.

Motion to adjourn by Pederson, seconded by Anderson at approximately 9:34 am. On a roll call vote Anderson, Pederson, Gahler, Ovick, Sauser, D'Aigle, and Christopherson voted in favor and none against. Motion carried.

Minutes taken by: Matthew Van Steenwyk, City Administrator