

Minneota Economic Development Authority meeting minutes for 8/10/16. Members present: Stephanie Vlaminc, Jenny Buysse, Jeff Sussner, city council representative Bill Ufkin and city administrator Shirley Teigland.

1. Meeting was called to order by acting president Stephanie Vlaminc at 1745. Pledge of Allegiance was said by all in attendance.
2. Agenda was reviewed and the following addition was made: to add housing needs. Motion was made by Jenny and seconded by Jeff to approve the agenda with that addition. All in agreement.
3. Minutes from July 19<sup>th</sup> meeting were read by the council and no corrections were made. Motion to approve the July 19<sup>th</sup> minutes as written was made by Jeff and seconded by Bill. All in agreement.
4. Treasurer and committee reports were read.
  - a. Treasurer report was reviewed. The bill to ADOM was paid for \$6,650.
  - b. Committee reports:
    1. Land Development: No changes for land development at this meeting.
    2. Website Development: Discussion was held with the EDA and community members about development of a website for EDA. Dawn VanKeulen was present to give suggestions on what is important to include. Dawn will develop and maintain the website for a fee. Plan to have the website and links up in the next week. EDA will also have a Facebook page to promote EDA, Minneota and community. Jenny and Stephanie will maintain Facebook page.
    3. Community assessment: The community assessment has been sent out by DSI and they have already received 9 replies back. Follow up on past discussion during July 19 meeting. Bill Drown is not interested in building housing in Minneota at this time. John Drown did talk with the City Council about his interest in building high end rentals. John does want some rental specific questions answered before advancing his plan. A market interest survey would be the way to get this information. The last time the city had a market survey done was over 15 years ago. There are groups that do those specialized surveys. The cost range is \$8,000-\$10,000. Other area cities will be contacted to see if they are interested in sharing the cost of the study. Stephanie has contact information for View Point Consulting and will get cost/study details to bring back to the EDA next month. There is a new DEED grant program that may be appropriate to assist with the study application process and the EDA will also look at that when the time comes.
5. Concerned citizens:
  - a. Dan Diette, Minneota Public School superintendent, spoke to the EDA. He gave information on school attendance, open enrollment, employment and housing available in Minneota. He shared some personal stories of the difficulty in finding suitable housing.
  - b. DuWayne Johnson of ReMax in Marshall sent a letter discussing the need for multifamily dwellings in Minneota. He had information comparing home sales in Minneota and Cottonwood.

6. Grant writing group: DSI, Development Services Inc, from Ivanhoe, MN was present to discuss how they can help Minneota with EDA business, grant writing, working with other agencies, etc. They would be on contract for services. Different levels of availability and costs were discussed. A sample draft contract was also given out. They did have a contract with the original EDA in Minneota when it first started years ago. After discussion and questions were answered it was decided to have the city council and EDA discuss the options and approve if we want to hire DSI. The EDA may want to have a strategic planning meeting to determine the priorities and how best a company like DSI can help us. The Southwest Initiative Foundation will talk with the EDA at no cost. Stephanie will contact them to get further information.
7. EDA "meet and greet". Reminded EDA and council of the meet and greet Thursday 8/11/16 at Countryside Golf Course. The purpose is for the public to meet the new EDA members and have a question/answer/discussion.
8. Boxelder Bug Days: The EDA wants to have a big presence this year.
  - a. Pamphlets/brochures. Price quotes were given. Stephanie Moon will take photos around the community for the pamphlet at no cost. No action was taken and this will be added to Sept agenda.
  - b. Popcorn stand. Gislason Hardware and Arch Door will be having a popcorn stand Sat 11-3 to promote Minneota and the EDA. EDA members have been encouraged to take some time to hand out popcorn and water.
  - c. Universal Forest Products has donated labeled water bottles to hand out.
  - d. Jenny and Stephanie will look into ordering pens and magnets with the EDA website information to hand out around town.
  - e. The EDA will take a few minutes before the royalty coronation to talk and give the winners of the Essay Contest.
9. Council of Development Finance Agencies – Minnesota Financing Roundtable will be held Thursday August 25 in Minneapolis. Duane Peterson is registered and attending.
10. Motion was made to adjourn meeting and Jenny Buysse seconded. All in agreement. Meeting adjourned at 1925.