

**EDA Regular Meeting Agenda
Monday, March 27th, 2023, 5:15 P.M.
City Council Chambers**

Chair: Jesse Wenisch

EDA Members:

Irene Manke
Marvin Sullivan
Dave Swanberg
Nic Williams
Cormac Dunning
Newell Krogmann



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1. Call To Order
2. Approval of Agenda
3. Approval of Minutes - February 27th, 2023 Meeting
4. Disbursements through March 27th, 2023
5. New Business
 - a. [EDA Farmland Lease](#)
 - b. EDA Land Discussion
 - i. Cambria Purchase Agreement Discussion
 - ii. [Sale Principles & RFP](#)
 - c. CEDA Staff Report
 - i. [Miller Custom Floors Facade Improvement Application](#)
 - ii. [Suggested changes for the Facade Improvement Program](#)
 - iii. Village Co-op Inquiry
 - iv. Housing Study Update
6. Monthly Financial Report through March 27th, 2023
7. Adjournment



ECONOMIC DEVELOPMENT AUTHORITY
Meeting Minutes
Monday, February 27th, 2023, 4:15 P.M.

A regular meeting of the Economic Development Authority (EDA) was held on Monday, February 27th, 2023 at 4:15 p.m.

Members Present: Jesse Wenisch, Marvin Sullivan, Cormac Dunning, Newell Krogmann, Irene Manke, Dave Swanberg, Nic Williams

Members Absent: None

Others Present: City Administrator Joe Roby and Economic Development Director Zach Bubany

Item 1 Call to Order

Meeting called to order by Chair Wenisch at 4:17 pm.

Item 2 Approval of Agenda

Motion by Member Manke, seconded by Member Sullivan, to approve the agenda as written. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Item 3 Closed Meeting to Discuss EDA Owned Land

Representatives from Cambria attended to discuss details of the potential sale of EDA-owned property.

Motion by Member Sullivan, seconded by Member Williams, to close the meeting to the public at **4:20 PM**. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Motion by Member Sullivan, seconded by Member Manke, to reopen the meeting to the public at **5:13 PM**. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Item 4 Approval of Minutes – January 23rd & February 13th of 2023

Motion by Member Manke, seconded by Member Williams, approving the minutes of the January 23rd Regular EDA Meeting and the February 13th Special EDA Meeting. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Item 5 Disbursements Through February 27th, 2022

Motion by Member Sullivan, seconded by Member Manke, to approve the Disbursements report through February 27th, 2023. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Item 6 New Business

- a. Richard Kucera, Public Services Director, presented to the EDA board the [Airport Hanger Loan Request](#). This request to the EDA was for an approval of a loan to the City for the amount of \$46,350 to construct a new box hangar at the airport that would be rented out for \$180 per month.

Motion by Member Krogmann, seconded by Member Swanberg, to approve a loan to the City for construction of a box hangar in the amount of \$46,350 on a 30 year term at 2% interest. Members Voting in favor: Wenisch, Manke, Krogmann, Swanberg, Williams. Members Voting no: Dunning, Sullivan. Motion carried.

- b. Joe Roby presented the amendment to the [Common Bond Meadows TIF along with the Request for Action](#) to adopt Resolution 2023-01, approving the first amendment as submitted. This would provide Common Bond Meadows with a 1 year extension on the completion date from the original agreement.

Motion by Member Sullivan, seconded by Member Swanberg, to approve Resolution 2023-01 and the first amendment. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

- c. Joe Roby presented the [2023 CEDA Contract for Services](#) and recommended to the Board that they approve the contract to keep CEDA's contract active and running at a two day per week contract.

Motion by Member Manke, seconded by Member Sullivan, approving the 2023 CEDA Contract for Services. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

- d. Zach Bubany presented the [EDA Sale Principles](#) document that could serve as a guiding hand for the EDA when considering selling EDA owned land. Member Krogmann suggested that the Board consider any changes or additions they would like to see and to send those thoughts to Zach Bubany before the next regular EDA meeting. Joe Roby mentioned that the EDA should also consider a RFP process when selling EDA owned land so that all interested parties are proposing ideas and plans on the same merit criteria.

Zach Bubany updated the EDA board on the status of the Housing study which is currently in the process of gathering all necessary information required from the City and its staff from Maxfield Research and Consulting. Furthermore, Zach Bubany updated the Board that the Outdoor Recreation and RAISE grant that he and other City staff have been working on will both be submitted no later than the end of March 2023.

Item 7 Monthly Financial Report Through February 27th, 2023

Motion by Member Swanberg, seconded by Member Sullivan, to approve the EDA

Monthly Financial report through February 27th, 2023. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Item 7 Adjournment

Motion by Member Sullivan, seconded by Member Swanberg, to adjourn the meeting at **6:22 PM**. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, Swanberg, Williams. Members Voting no: None. Motion carried.

Respectfully submitted,
Joe Roby
EDA Executive Director

A handwritten signature in black ink, appearing to read "J Roby", is positioned to the right of the typed name and title.