

**EDA Regular Meeting Agenda  
Monday, April 24th, 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 -March 27th, 2023 Meeting
4. Approval of Minutes -April 3rd, 2023 Special Meeting
5. Disbursements through April 24th, 2023
6. New Business
  - a. CEDA Staff Report
  - b. EDA Land RFP Update
7. Monthly Financial Report through March 31, 2023
8. Adjournment



ECONOMIC DEVELOPMENT AUTHORITY  
Meeting Minutes  
Monday, March 27th, 2023, 5:15 P.M.

A regular meeting of the Economic Development Authority (EDA) was held on Monday, March 27th, 2023 at 5:15 p.m.

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

Members Absent: Dave Swanberg

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 5:15 pm.

**Item 2 Approval of Agenda**

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

**Item 3 Approval of Minutes**

**Motion** by Member Manke, seconded by Member Dunning, approving the minutes of the February 27th Regular EDA Meeting. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.

**Item 4 Disbursements Through March 27th, 2023**

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

**Item 5 New Business**

- a. Joe Roby presented the EDA Farmland Lease proposals regarding the EDA land off Hwy 169. Staff recommended that the Board approve the proposal from Doug and Scott Kiewatt for \$271 per acre.

**Motion** by Member Krogmann, seconded by Member Sullivan, to approve Doug and Scott Kiewatt proposal to lease the 85.29 acres of EDA land for \$271 an acre. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.

- b. The Board discussed the current situation with the EDA-owned land. The first topic was the current situation with the Cambria Purchase Agreement and there was some discourse on whether the Board should send it back to Cambria with revisions or if the Board should pursue an RFP for the land.

**Motion** by Member Sullivan, seconded by Member Williams, to table all conversations regarding the EDA land for a special meeting in the next few weeks. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.

- c. Zach Bubany presented Miller Custom Floors Facade Improvement Application to the Board. Miller Custom Floors has roughly a \$16,000 project for facade improvements and is requesting \$5,000 from the EDA's Facade Improvement Program. Zach Bubany strongly urged the EDA to make this the last application it approves for 2023 due to budget restrictions.
- Motion** by Member Sullivan, seconded by Member Manke, to approve Miller Custom Floors Facade Application in the amount of \$5,000. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.
- Motion** by Member Krogmann, seconded by Member Sullivan, to table discussion for Facade Improvement Program changes for the upcoming special meeting that is yet to be determined. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.
- d. Zach Bubany informed the Board that the Village Co-op had reached out to him to look for possible grant writing assistance. Also, Bubany updated the Board that the Housing Study is up and running.

**Item 7 Monthly Financial Report Through February 27th, 2023**

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

**Item 7 Adjournment**

**Motion** by Member Sullivan, seconded by Member Manke, to adjourn the meeting at **6:15 PM**. Members Voting in favor: Wenisch, Sullivan, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.

Respectfully submitted,



Joe Roby  
EDA Executive Director



ECONOMIC DEVELOPMENT AUTHORITY  
Meeting Minutes  
Monday, April 3, 2023, 4:00 P.M.

A special meeting of the Economic Development Authority (EDA) was held on Monday, April 3, 2023 at 4:00 p.m.

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

Members Absent: Marvin Sullivan

Others Present: City Administrator Joe Roby

**Item 1 Call to Order**

Meeting called to order by Chair Wenisch at 4:00 p.m.

**Item 2 Approval of Agenda**

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

**Item 3 Closed Session**

**Motion** by Member Swanberg, seconded by Member Dunning, to enter into Closed Session to discuss the potential sale of approximately 150 acres of EDA-owned land within the City of Le Sueur. Members Voting in favor: Wenisch, Swanberg, Manke, Dunning, Krogmann, and Williams. Members Voting no: None. Motion carried.

Upon exit from Closed Session, Chair Wenisch shared a brief summary of the Closed Session, including the decision to pursue a Request for Proposal (RFP) for the sale and development of the Highway 169 EDA-owned land.

**Item 4 Adjournment**

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

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "J Roby", is written over a light blue horizontal line.

Joe Roby  
EDA Executive Director



City of Le Sueur, MN

# EDA Approval Report for April 24, 2023

By Fund

Post Dates 3/28/2023 - 4/24/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Account Number	Amount
<b>Fund: 376 - 2010 EDA LEASE REVENUE BOND</b>					
<b>Department: 46500 - ECONOMIC DEVELOPMENT ASSIST</b>					
376-46500-437	JOE ROBY	EXPRESS POSTAGE - EDA BOND ...	INV0012218	376-46500-437	28.75
<b>Department 46500 - ECONOMIC DEVELOPMENT ASSIST Total:</b>					<b>28.75</b>
<b>Fund 376 - 2010 EDA LEASE REVENUE BOND Total:</b>					<b>28.75</b>
<b>Fund: 380 - EDA GENERAL FUND</b>					
<b>Department: 46500 - ECONOMIC DEVELOPMENT ASSIST</b>					
380-46500-304	FLAHERTY & HOOD P.A.	FEBRUARY 2023 EDA LEGAL CO...	19022EDA	380-46500-304	982.50
380-46500-304	FLAHERTY & HOOD P.A.	MARCH 2023 EDA LEGAL COUN...	19267EDA	380-46500-304	92.50
380-46500-314	CEDA	CEDA STAFFING - Q2 2023	INV0012217	380-46500-314	11,570.00
380-46500-437	LE SUEUR COUNTY RECORDERS...	EDA LAND ABSTRACT SEARCH	146895	380-46500-437	13.00
380-46500-523	LE SUEUR COUNTY TREASURER	2023 PROPERTY TAXES	INV0012216	380-46500-523	11,740.00
<b>Department 46500 - ECONOMIC DEVELOPMENT ASSIST Total:</b>					<b>24,398.00</b>
<b>Fund 380 - EDA GENERAL FUND Total:</b>					<b>24,398.00</b>
<b>Grand Total:</b>					<b>24,426.75</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
376 - 2010 EDA LEASE REVENUE BOND	28.75
380 - EDA GENERAL FUND	24,398.00
<b>Grand Total:</b>	<b>24,426.75</b>

### Account Summary

Account Number	Account Name	Payment Amount
376-46500-437	MISCELLANEOUS EXPENSE	28.75
380-46500-304	LEGAL FEES	1,075.00
380-46500-314	CONSULTANTS	11,570.00
380-46500-437	MISCELLANEOUS EXPENSE	13.00
380-46500-523	REAL ESTATE TAXES	11,740.00
<b>Grand Total:</b>		<b>24,426.75</b>

### Project Account Summary

Project Account Key	Payment Amount
**None**	24,426.75
<b>Grand Total:</b>	<b>24,426.75</b>



# Monthly Budget Report

## Account Summary

For Fiscal: Current Period Ending: 03/31/2023

	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget	
<b>Fund: 380 - EDA GENERAL FUND</b>										
<b>Revenue</b>										
<a href="#">380-3-31010</a>	CURRENT AD VALOREM TAXES	6,560.81	0.00	-6,560.81	-100.00%	19,682.43	0.00	-19,682.43	-100.00%	78,761.33
<a href="#">380-5-33430</a>	GRANTS	0.00	0.00	0.00	0.00%	0.00	5,000.00	5,000.00	0.00%	0.00
<a href="#">380-8-34923</a>	LAND RENTAL	1,332.80	0.00	-1,332.80	-100.00%	3,998.40	0.00	-3,998.40	-100.00%	16,000.00
<a href="#">380-8-36200</a>	PRINCIPAL PAYMENTS	0.00	2,391.03	2,391.03	0.00%	0.00	7,156.14	7,156.14	0.00%	0.00
<a href="#">380-8-36210</a>	INTEREST EARNINGS	1,737.06	844.57	-892.49	-51.38%	5,211.18	2,373.77	-2,837.41	-54.45%	20,853.13
<a href="#">380-8-36250</a>	MISC REFUNDS & REIMBURSEMENT	166.60	2,414.02	2,247.42	1,348.99%	499.80	4,828.04	4,328.24	865.99%	2,000.00
	<b>Total Revenue:</b>	<b>9,797.27</b>	<b>5,649.62</b>	<b>-4,147.65</b>	<b>-42.33%</b>	<b>29,391.81</b>	<b>19,357.95</b>	<b>-10,033.86</b>	<b>-34.14%</b>	<b>117,614.46</b>
<b>Expense</b>										
<a href="#">380-46500-201</a>	OFFICE SUPPLIES	20.82	0.00	20.82	100.00%	62.46	0.00	62.46	100.00%	250.00
<a href="#">380-46500-207</a>	TRAINING & INSTRUCTIONAL EXP	149.94	0.00	149.94	100.00%	449.82	0.00	449.82	100.00%	1,800.00
<a href="#">380-46500-304</a>	LEGAL FEES	833.00	0.00	833.00	100.00%	2,499.00	46.25	2,452.75	98.15%	10,000.00
<a href="#">380-46500-314</a>	CONSULTANTS	4,331.60	0.00	4,331.60	100.00%	12,994.80	21,360.00	-8,365.20	-64.37%	52,000.00
<a href="#">380-46500-433</a>	DUES & SUBSCRIPTIONS	83.30	0.00	83.30	100.00%	249.90	0.00	249.90	100.00%	1,000.00
<a href="#">380-46500-437</a>	MISCELLANEOUS EXPENSE	2,546.01	0.00	2,546.01	100.00%	7,638.03	14.00	7,624.03	99.82%	30,564.46
<a href="#">380-46500-457</a>	FACADE PROGRAM	833.00	7,014.56	-6,181.56	-742.08%	2,499.00	12,014.56	-9,515.56	-380.77%	10,000.00
<a href="#">380-46500-523</a>	REAL ESTATE TAXES	999.60	0.00	999.60	100.00%	2,998.80	0.00	2,998.80	100.00%	12,000.00
	<b>Total Expense:</b>	<b>9,797.27</b>	<b>7,014.56</b>	<b>2,782.71</b>	<b>28.40%</b>	<b>29,391.81</b>	<b>33,434.81</b>	<b>-4,043.00</b>	<b>-13.76%</b>	<b>117,614.46</b>
	<b>Total Fund: 380 - EDA GENERAL FUND:</b>	<b>0.00</b>	<b>-1,364.94</b>	<b>-1,364.94</b>		<b>0.00</b>	<b>-14,076.86</b>	<b>-14,076.86</b>		<b>0.00</b>
	<b>Report Total:</b>	<b>0.00</b>	<b>-1,364.94</b>	<b>-1,364.94</b>		<b>0.00</b>	<b>-14,076.86</b>	<b>-14,076.86</b>		<b>0.00</b>

**Group Summary**

Account Typ...	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
<b>Fund: 380 - EDA GENERAL FUND</b>									
Revenue	9,797.27	5,649.62	-4,147.65	-42.33%	29,391.81	19,357.95	-10,033.86	-34.14%	117,614.46
Expense	9,797.27	7,014.56	2,782.71	28.40%	29,391.81	33,434.81	-4,043.00	-13.76%	117,614.46
<b>Total Fund: 380 - EDA GENERAL FUND:</b>	<b>0.00</b>	<b>-1,364.94</b>	<b>-1,364.94</b>		<b>0.00</b>	<b>-14,076.86</b>	<b>-14,076.86</b>		<b>0.00</b>
<b>Report Total:</b>	<b>0.00</b>	<b>-1,364.94</b>	<b>-1,364.94</b>		<b>0.00</b>	<b>-14,076.86</b>	<b>-14,076.86</b>		<b>0.00</b>



Fund Summary

Fund	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
380 - EDA GENERAL FUND	0.00	-1,364.94	-1,364.94		0.00	-14,076.86	-14,076.86		0.00
<b>Report Total:</b>	<b>0.00</b>	<b>-1,364.94</b>	<b>-1,364.94</b>		<b>0.00</b>	<b>-14,076.86</b>	<b>-14,076.86</b>		<b>0.00</b>