

**EDA Regular Meeting Agenda  
Monday, July 25, 2022, 5:15 P.M.  
City Council Chambers**

**Chair:**  
Jesse Wenisch

**EDA Members:**  
Irene Manke  
Marvin Sullivan  
Dave Swanberg  
Nic Williams



**Address:**  
203 South Second Street  
Le Sueur, MN 56058

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1. Call To Order
2. Approval Of Agenda
3. Approval Of Minutes
- 3.I. Approval Of Minutes: June 27, 2022 Meeting

Documents:

[6.27.22 EDA MINUTES.PDF](#)

4. New Business
- 4.I. Executive Director Appointment

Documents:

[EXECUTIVE DIRECTOR APPOINTMENT.PDF](#)

5. Other Business
- 5.I. Monthly Financial Report

Documents:

[MONTHLY BUDGET REPORT.PDF](#)

- 5.II. Community Development Director Update
- 5.III. EDA Land Update
6. Adjournment



ECONOMIC DEVELOPMENT AUTHORITY  
Meeting Minutes  
Monday, June 27, 2022, 5:15 P.M.

A regular meeting of the Economic Development Authority (EDA) was held on Monday, June 27, 2022, at 5:15 p.m.

Members Present: Jesse Wenisch, Nic Williams, Marvin Sullivan, Dave Swanberg

Members Absent: Irene Manke

**Item 1. Call to Order**

Meeting called to order by Member Wenisch at 5:15pm.

**Item 2. Approval of Agenda**

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

**Item 3.I. Approval of Minutes – May 23, 2022**

**Motion** by Member Swanberg, seconded by Member Williams, approving the minutes of the May 23, 2022. Members Voting in favor: Wenisch, Williams, Sullivan, Swanberg. Members Voting no: None. Motion carried.

**Item 4.I. Community Development Director Update**

City Administrator Roby provided an update on the recent posting of the Community Development Director position. Application closes June 30, 2022 and will be followed by applicant scoring and interviews. Prior two application periods in 2021 and early 2022 were unsuccessful at bringing a candidate onboard.

**Item 4.II. Monthly Budget Report**

City Administrator Roby provided a year-to-date financial statement for EDA funds 376 and 380.

**Item 5.I. EDA Land Update**

City Administrator Roby provided an update on the purchase agreement being discussed by both the EDA and its attorney and Cambria. City staff and attorney will be meeting with Cambria and MnDOT representatives to further discuss. Additionally, potential land acquisition north of Le Sueur Airport was mentioned, as property owner has expressed interest in selling developable parcels.

**Item 6. Adjourn**

**Motion** by Member Swanberg, seconded by Member Williams, to adjourn the meeting. Members Voting in favor: Wenisch, Williams, Sullivan, Swanberg. Members Voting no: None. Motion carried. Meeting adjourned at 6:05pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Roby". The signature is stylized with a large, sweeping initial "J" and a cursive "Roby".

Joe Roby



ECONOMIC DEVELOPMENT AUTHORITY  
REQUEST FOR ACTION

TO: Economic Development Authority  
FROM: Joe Roby, City Administrator  
SUBJECT: Executive Director Appointment  
DATE: For the EDA Meeting of July 25, 2022

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**PURPOSE**

The EDA has had a vacancy in the role of Executive Director since Jasper Kruggel's departure in April 2022.

**SUMMARY**

The EDA's previous Executive Director, Jasper Kruggel, left his role in April 2022. It is recommended that the EDA have an acting Executive Director until such time as the City of Le Sueur hires a Community Development Director. At that time, staff may recommend to the EDA that it appoint this individual to the role of EDA Executive Director.

The Executive Director organizes EDA meetings and agendas with the EDA President, conducts financial transactions on behalf of the EDA, and generally manages the daily business of the EDA at the authorization of the EDA.

**ACTION REQUESTED**

Staff recommends the EDA appoint Joe Roby as the Executive Director of the EDA and authorize him to have full access and signing privileges for the EDA financial accounts.



City of Le Sueur, MN

# Monthly Budget Report

## Account Summary

For Fiscal: Current Period Ending: 07/31/2022

	July Budget	July 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	5,564.44	0.00	-5,564.44	-100.00%	38,951.08	0.00	-38,951.08	-100.00%	66,800.00
<a href="#">380-8-34923</a>	LAND RENTAL	1,332.80	0.00	-1,332.80	-100.00%	9,329.60	16,205.10	6,875.50	73.70%	16,000.00
<a href="#">380-8-36200</a>	PRINCIPAL PAYMENTS	0.00	0.00	0.00	0.00%	0.00	20,032.49	20,032.49	0.00%	0.00
<a href="#">380-8-36210</a>	INTEREST EARNINGS	33.32	0.00	-33.32	-100.00%	233.24	7,352.17	7,118.93	3,052.19%	400.00
<a href="#">380-8-36250</a>	MISC REFUNDS & REIMBURSEMENT	191.59	0.00	-191.59	-100.00%	1,341.13	5,468.08	4,126.95	307.72%	2,300.00
<a href="#">380-9-39218</a>	TRANSFER FROM REVOLVING LOAN	3,082.10	0.00	-3,082.10	-100.00%	21,574.70	0.00	-21,574.70	-100.00%	37,000.00
	<b>Total Revenue:</b>	<b>10,204.25</b>	<b>0.00</b>	<b>-10,204.25</b>	<b>-100.00%</b>	<b>71,429.75</b>	<b>49,057.84</b>	<b>-22,371.91</b>	<b>-31.32%</b>	<b>122,500.00</b>
<b>Expense</b>										
<a href="#">380-46500-101</a>	FULL-TIME EMPLOYEES-REGULAR	4,972.17	0.00	4,972.17	100.00%	34,805.19	0.00	34,805.19	100.00%	59,690.00
<a href="#">380-46500-121</a>	PERA CONTRIBUTIONS	373.18	0.00	373.18	100.00%	2,612.26	0.00	2,612.26	100.00%	4,480.00
<a href="#">380-46500-122</a>	FICA CONTRIBUTIONS	308.21	0.00	308.21	100.00%	2,157.47	0.00	2,157.47	100.00%	3,700.00
<a href="#">380-46500-125</a>	MEDICARE CONTRIBUTIONS	72.47	0.00	72.47	100.00%	507.29	0.00	507.29	100.00%	870.00
<a href="#">380-46500-127</a>	HEALTH SAVINGS CONTRIBUTION	62.47	0.00	62.47	100.00%	437.29	0.00	437.29	100.00%	750.00
<a href="#">380-46500-131</a>	HEALTH INSURANCE	628.08	0.00	628.08	100.00%	4,396.56	0.00	4,396.56	100.00%	7,540.00
<a href="#">380-46500-133</a>	LIFE INSURANCE	23.32	0.00	23.32	100.00%	163.24	0.00	163.24	100.00%	280.00
<a href="#">380-46500-201</a>	OFFICE SUPPLIES	20.82	0.00	20.82	100.00%	145.74	0.00	145.74	100.00%	250.00
<a href="#">380-46500-207</a>	TRAINING & INSTRUCTIONAL EXP	149.94	0.00	149.94	100.00%	1,049.58	0.00	1,049.58	100.00%	1,800.00
<a href="#">380-46500-304</a>	LEGAL FEES	833.00	0.00	833.00	100.00%	5,831.00	0.00	5,831.00	100.00%	10,000.00
<a href="#">380-46500-314</a>	CONSULTANTS	833.00	0.00	833.00	100.00%	5,831.00	0.00	5,831.00	100.00%	10,000.00
<a href="#">380-46500-331</a>	TRAVEL EXPENSE	41.65	0.00	41.65	100.00%	291.55	0.00	291.55	100.00%	500.00
<a href="#">380-46500-433</a>	DUES & SUBSCRIPTIONS	83.30	0.00	83.30	100.00%	583.10	0.00	583.10	100.00%	1,000.00
<a href="#">380-46500-437</a>	MISCELLANEOUS EXPENSE	416.50	0.00	416.50	100.00%	2,915.50	24.98	2,890.52	99.14%	5,000.00
<a href="#">380-46500-457</a>	FACADE PROGRAM	833.00	0.00	833.00	100.00%	5,831.00	10,000.00	-4,169.00	-71.50%	10,000.00
<a href="#">380-46500-458</a>	LOAN DISBURSEMENT	0.00	0.00	0.00	0.00%	0.00	116,145.00	-116,145.00	0.00%	0.00
<a href="#">380-46500-523</a>	REAL ESTATE TAXES	916.30	0.00	916.30	100.00%	6,414.10	11,544.00	-5,129.90	-79.98%	11,000.00
	<b>Total Expense:</b>	<b>10,567.41</b>	<b>0.00</b>	<b>10,567.41</b>	<b>100.00%</b>	<b>73,971.87</b>	<b>137,713.98</b>	<b>-63,742.11</b>	<b>-86.17%</b>	<b>126,860.00</b>
	<b>Total Fund: 380 - EDA GENERAL FUND:</b>	<b>-363.16</b>	<b>0.00</b>	<b>363.16</b>		<b>-2,542.12</b>	<b>-88,656.14</b>	<b>-86,114.02</b>		<b>-4,360.00</b>
	<b>Report Total:</b>	<b>-363.16</b>	<b>0.00</b>	<b>363.16</b>		<b>-2,542.12</b>	<b>-88,656.14</b>	<b>-86,114.02</b>		<b>-4,360.00</b>

**Group Summary**

Account Typ...	July Budget	July 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	10,204.25	0.00	-10,204.25	-100.00%	71,429.75	49,057.84	-22,371.91	-31.32%	122,500.00
Expense	10,567.41	0.00	10,567.41	100.00%	73,971.87	137,713.98	-63,742.11	-86.17%	126,860.00
<b>Total Fund: 380 - EDA GENERAL FUND:</b>	<b>-363.16</b>	<b>0.00</b>	<b>363.16</b>		<b>-2,542.12</b>	<b>-88,656.14</b>	<b>-86,114.02</b>		<b>-4,360.00</b>
<b>Report Total:</b>	<b>-363.16</b>	<b>0.00</b>	<b>363.16</b>		<b>-2,542.12</b>	<b>-88,656.14</b>	<b>-86,114.02</b>		<b>-4,360.00</b>

Fund Summary

Fund	July Budget	July Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
380 - EDA GENERAL FUND	-363.16	0.00	363.16		-2,542.12	-88,656.14	-86,114.02		-4,360.00
<b>Report Total:</b>	<b>-363.16</b>	<b>0.00</b>	<b>363.16</b>		<b>-2,542.12</b>	<b>-88,656.14</b>	<b>-86,114.02</b>		<b>-4,360.00</b>