

MINUTES OF KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

June 6, 2017

Pursuant to do call and notice thereof, a regular meeting of the Kasson EDA was held City Hall this 6th Day of June, 2017 at 12:00p.m.

The following members were present: Chris McKern, Jeff Stevenson, Richard Wegner, Mike Langan and Michael Peterson

Absent: Julie Olmsted, Dan Egger

The following staff members were present: City Administrator Theresa Coleman

Also Present: EDA Coordinator Rebecca Charles

CALL TO ORDER: Chairman Stevenson called the meeting to order at Noon.

MINUTES OF THE PREVIOUS MEETING: Chairman Stevenson asked if any clarification was needed for any of the minutes from last month. Motion to Approve the Minutes as submitted was made by McKern, second by Wegner with all voting Aye.

POLICIES & PROCEDURES MANUAL REVIEW: Coordinator Charles addressed the \$10,000 loan cap on Commercial Incentive/Improvement Revolving Loans in Section I of the Manual, and the \$50,000 loan cap on Business Expansion/Job Creation Revolving Loans in Section II. EDA members were in agreement to strike the cap amounts to prevent developers from being deterred from applying due to caps.

CEDA Rep. Charles also brought up that our loan application is only two pages and does not include all of the information specified in the Procedures Manual. She offered to remake the loan application and will have it prepared for the July EDA meeting for approval, where the EDA can formally approve the updated Policies and Procedures Manual.

CEDA UPDATES: CEDA Rep. Charles mentioned that herself and Administrator Coleman will be meeting with the Public Affairs Director, Keith Cousins, from the Rochester Area Builders to learn how they would be able to benefit Kasson and our development goals. This meeting is open to all EDA members, and will take place on Tuesday, May 23rd at 9a.m.

CEDA Rep. Charles mentioned the upcoming "Journey to Growth" Bi-Annual Meeting which is taking place on Wednesday, June 21st from 7:30 to 9a.m. in Rochester, MN. She will be attending this meeting, and inquired if anyone from the EDA planned to attend as well. Mayor McKern mentioned that he would like to see someone from the City Council attend this event, and will be asking at a Council meeting this evening. He will get back to Rebecca with contact information for the individual who is attending so that Rebecca can reserve their spot.

SHOPKO UPDATES: Administrator Coleman mentioned the three different easements suggested for Shopko. And access easement from the driveway on 4th street, plus obtaining ownership of approx. 136' x 38' area N of City Lots and a trail easement. The walking path could benefit Shopko by allowing walkers to get to the store more easily, the extra traffic from filling the other lot would also benefit Shopko. Administrator Coleman will make the ask of Shopko for the walking path without offering financial incentives, and see what kind of response she receives.

OTHER BUSINESS:

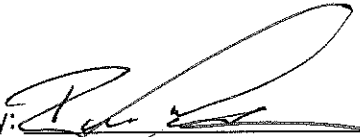
Mayor McKern commented that on our website, it is not easy to find EDA information. Would like to make it stand out on the main page for developers looking to come to the area. Chairman Stevenson mentioned having an inventory of available residential and commercial lots for sale/lease on our website would also be convenient. CEDA Rep. Charles will work on getting these updated on our website.

CEDA Rep Charles had been working on pricing out 'for sale' signs for some of our commercial properties. Pricing was obtained from Abel Signs in Kasson. We currently need only 2 signs, which will cost \$25 a piece. Or we could order 20 signs at \$11.50 each. This will cost more initially, but save us over time. EDA members were in consensus to order the quantity of 20. CEDA Rep. Charles will get these ordered.

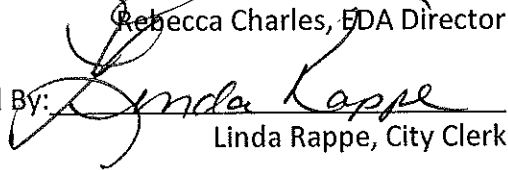
CEDA Rep. Charles mentioned that the next EDA Meeting is scheduled for the 4th of July. The council agreed to move the July meeting to Tuesday, July 11 at 12:00p.m.

ADJOURNED: Meeting adjourned at 12:43p.m.

Minutes Submitted By: _____


Rebecca Charles, EDA Director

Attested By: _____


Linda Rappe, City Clerk