

# MINUTES OF KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, December 4<sup>th</sup>, 2018

Pursuant to do call and notice thereof, a regular meeting of the Kasson EDA was held City Hall this 4<sup>th</sup> Day of December, 2018 at 12:00 noon.

The following members were present: Mayor Chris McKern, Michael Peterson, Dan Egger, Tom Monson, Janice Borgstrom-Durst, Liza Larsen and Richard Wegner.

Absent: None

The following staff members were present: Stephanie Lawson, EDA Coordinator

**CALL TO ORDER:** EDA President Egger called the meeting to order at 12:00 p.m.

**MINUTES OF THE PREVIOUS MEETING:** Egger asked if any additions or corrections were needed for the minutes from last month's regular meeting. Motion to Approve the Minutes as submitted was made by Peterson, second by Wegner. Unanimously approved.

**PUBLIC HEARING – RETURN OF STATE REVOLVING LOAN FUNDS:** Public hearing opened by Egger. No written or verbal comments made. Public hearing closed. A motion to return the State Revolving Loan Funds was made by Mayor McKern, second by Peterson. Unanimously approved.

**STATE REVOLVING LOAN FUNDS – RECOMMENDATION TO COUNCIL:** Resolution to return State Revolving Loan Funds was reviewed. A motion was made by Monson to approve resolution as presented and recommend to council. Second by Larsen. Unanimously approved.

## **COORDINATOR'S REPORT:**

- a) **Community Roadside Landscape Partnership Program:** Lawson updated the board on the current status of the Community Roadside Landscape Partnership Program application noting that submission would be complete after review of the plans by the parks department.
- b) **Other:**
  - a. **Dodge County Housing Study:** Lawson noted that she received an update from Maxfield Research who indicated that delivery of the draft report can be anticipated around the first of the year.
  - b. **EV Charging Stations:** Lawson notified the board that she will be meeting with a resident who has expressed interest in installation of EV charging stations throughout the community. An update will be provided at the January EDA meeting.

**KASSON KONNECTIONS:** Lawson reported that space at Daniel’s Restaurant has been reserved for the first three Kasson Konnections events (January 10 at 7:30am, February 7 at 9:30am, March 7 at 2:00pm). Lawson plans to allow for networking time and a few minutes to update attendees on EDA happenings. After the first few events take place Lawson will proceed in planning for the remainder of the year (location and time).

**2019 SMIF CONTRIBUTION:** At the November meeting, board members requested additional information on SMIF and the utilization of funds that they receive. Lawson provided the additional information requested, noting that, unless otherwise specified, contributions go towards their General Endowment Fund. Lawson also noted that for every \$1 raised locally, SMIF invests over \$10 back in communities across their region.

After discussion a motion was made by Mayor McKern to increase the 2019 contribution to \$1,200. Second by Borgstrom-Durst. Unanimously approved.

**COFFEE BREAK:** After discussion the board made the decision to host monthly coffee breaks. They will take place on the 1<sup>st</sup> Thursday of each month at varying times and will provide business owners/entrepreneurs with an opportunity to network and hear about EDA happenings. Lawson will be scheduling the first three events at Daniel’s and will work with the City and Chamber to advertise through newsletters and social media.

**OTHER BUSINESS:** Lawson reminded board members on upcoming events that may be of interest.

Monson requested an update on SEMMCHRA SCDP pre-application, which was provided by Lawson and Mayor McKern.

**ITEMS FOR JANUARY EDA AGENDA:**

**ADJOURNED:** Motion to adjourn was made by Monson, second by Mayor McKern. Unanimously approved. Meeting adjourned at 12:15 pm.

Next Meeting will be held on Tuesday, January 8<sup>th</sup>, 2019 at Kasson City Hall.

Minutes Submitted By: \_\_\_\_\_  
Stephanie Lawson, EDA Director

Attested By: \_\_\_\_\_  
Linda Rappe, City Clerk