

KASSON EDA REGULAR MEETING

Tuesday, May 7th, 2019
12:00 noon

MEETING WILL BE HELD AT KASSON CITY HALL

12:00 noon Call Meeting to Order

- I. Approve Minutes of the Previous Meeting**
- II. Coordinator Report**
 - a. Housing Study & Shopko Meetings**
 - b. Community Branding**
 - c. Community Roadside Landscape Partnership Program**
 - d. Abatement Project**
 - e. Business Subsidy Policy**
 - f. Other**
- III. RAEDI Membership**
- IV. Downtown Lots Committee**
- V. Kasson Konnections Agenda**
- VI. Business Façade Improvement Grant**
 - a. Manorwood Association Inc. Application**
- VII. Other Business**
- VIII. Items for June EDA Meeting**
- IX. Adjourn**

Next meeting will be held on Tuesday, June 4th, 2019

MINUTES OF KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, April 2nd, 2019

Pursuant to do call and notice thereof, a regular meeting of the Kasson EDA was held City Hall this 2nd Day of April, 2019 at 12:00 noon.

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

Absent: Michael Peterson

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 McKern, second by Wegner. Unanimously approved.

QUARTERLY FINANCIAL REPORT: Lawson provided the board with a brief financial update noting that all loans are current and that there haven't been any expenditures out of the ordinary. Motion to Approve the Financials as presented was made by Monson, second by Borgstrom-Durst. Unanimously approved.

COORDINATOR'S REPORT:

- a) **DNR Local Trail Connections Grant:** Lawson notified the board that the DNR Local Trail Connections Grant that she had authored with the assistance of Administrator Coleman and City Engineer Theobald had been submitted. Award announcements are anticipated to be made between the months of June and July 2019.
- b) **City Logo:** Lawson noted that further discussion on the need for a City Logo had been had after the March EDA meeting; stating that during the Council Workshop it was determined that a new logo is not on the priority list at this time. Though the logo discussion has been put on hold, Lawson shared with the board that the Chamber is interested in and sees need for community branding. They will be pursuing this concept further by utilizing the vision set forth in the comprehensive plan.
- c) **Other:** None

RAEDI PRESENTATION – RYAN NOLANDER, PRESIDENT: President Ryan Nolander discussed the mission, values, programming, and events that emphasize RAEDI's regional approach and their desire and intent to partner and collaborate. In his presentation, Ryan also noted the City/EDAs ability have a 'seat at the table' by becoming a member of RAEDI through their Community Membership program that has an annual fee of \$2,900.

DOWNTOWN LOTS: Lawson presented an opportunity for the City/EDA to activate the two city owned lots on main street. Lawson's concept was to make the space receivable, allowing organizations around town the opportunity to host events, further attracting people to the downtown area.

Monson expressed interest in the concept and notes his willingness to be a part of further discussion.

Assembly of a committee will be discussed at the May meeting.

ABATEMENT PROJECT: Lawson provided information on a potential abatement project that the City is pursuing for Bigelow-Voigt Land Development, LLC with the assistance of Mike Bubany at David Drown Associates. Lawson noted that this abatement would assist in the completion of unaccounted for soil corrections; further noting that if these corrections aren't able to be funded the project will not be able to be completed.

KASSON CONNECTIONS AGENDA: Lawson asked the board for their thoughts on potential Konnections agenda topics, further noting her intent to discuss the Chamber's community branding initiative and providing and update on Shopko. The board felt as though Lawson's proposed agenda was adequate and had no further additions.

OTHER BUSINESS:

- a) **Easter Egg Hunt:** Monson shared that the Chamber is looking for volunteers to assist with the Easter Egg Hunt on Saturday, April 6.
- b) **CEDA Annual Meeting:** Lawson notified the board that the CEDA Annual Meeting had scheduled for May 16th at the Round Barn Farm between Lake City and Red Wing. Registration information will be provided to the board in a follow up email.
- c) **CEDA Transition:** Lawson shared with the board that her final day with CEDA will be April 12 and that management is in the final stages of the hiring process. Once her successor is identified, Lawson will provide contact information.

ITEMS FOR MAY EDA AGENDA:

ADJOURNED: Motion to adjourn was made by Borgstrom-Durst, second by Larsen. Unanimously approved. Meeting adjourned at 12:50 pm.

Next Meeting will be held on Tuesday, May 7th, 2019 at Kasson City Hall.

Minutes Submitted By: _____
Stephanie Lawson, EDA Coordinator

Economic Development Authority Coordinators Report

**Nicholas Ouellette
April 2, 2019 – May 7, 2019**



Business Retention Visits & Meetings

1. Dodge County Comprehensive Housing Needs Analysis Presentation
2. Shopko Building Informational Meeting

DNR Local Trail Connection Grant

The application was successfully submitted to the Minnesota DNR by Stephanie Lawson. Award announcements are expected to be posted in June/July 2019.

Kasson Konnections

The next Kasson Konnections meeting is scheduled for May 9th at 9:30AM. This will be an opportunity to introduce myself to members of the community. Topics of discussion will include the Shopko building and business activation plans for Hwy 57 reconstruction.

Community Roadside Landscape Partnership Program

The Cooperative Landscape Agreement has been sent to MNDOT for approval and signature. The project has been reduced to half the size as originally planned to keep landscaping costs within the approved budget of \$8,000. The project will extend from Subway to the first curve to the West along Hwy 14.

SCDP Grant Application – No New Updates

After the pre-application came back as ‘Marginally Competitive’ discussion was had with SEMMCHRA and the decision was made to proceed with the final application, omitting the request for commercial funding as owner occupied residential housing presented a greater need.

*Reallocated MIF funds will be available for utilization on commercial projects.

Comprehensive Housing Needs Analysis

Following the community presentation by Maxfield on April 17th at Dodge County, the most recent draft was sent out to communities within Dodge County for review. At the end of April, Maxfield will incorporate feedback from the communities and finalize the Comprehensive Housing Needs Analysis Report.

Prairie Willow Estates Fourth

The Tax Abatement for the site cleanup was approved at City Council April 24th, 2019.

Shopko

A meeting was held between the property owners, real estate agents, city staff, and Ron Zeigler of CEDA to discuss potential options to repurpose the building. A real estate agent has since been selected by the property owners to help re-lease the building.

Community Branding

This project will be moving forward without the City. Matt Decker of Franz Reprographics has been tasked with creating some preliminary designs and/or mock-ups. Plans are being made to potentially have these designs presented to the Kasson Chamber on May 22nd, 2019.

Business Façade Improvement Grant

Application received from Manorwood Court Association Inc. Approval required from EDA Board before work can begin.

Business Subsidy Policy – City of Kasson

Prior to her departure, Stephanie Lawson drafted a new Business Subsidy Policy. Further discussion has not yet been scheduled.

Other Notes

Potential Townhome/Apartment Developments

Ben Kall presented plans from Legacy Realty Group to City Council for a potential apartment and commercial development situated on the former Kasson Concrete Products site at 18 E Veterans Memorial Hwy. Attached to the meeting packet is the presentation slides for the project from the Council Meeting.

Infill Lot Developments – No New Updates