

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, June 4th, 2019

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 4th day of June 2019 at 12:00PM.

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

The following staff members were present: Nicholas Ouellette, EDA Coordinator

- I. Call Meeting to Order. EDA President Dan Egger called the meeting to order at 12:00PM
- II. Approve Minutes of the Previous Meeting. McKern motioned to approve the minutes of the previous meeting as submitted. Peterson seconded.

Ayes (7), Nays (0). Motion carried.

- III. Coordinator Report.
 - a. Business Retention and Meetings. Ouellette notified the board the Komet Apartments developer was still exploring the feasibility of the project. Ouellette discussed attending the Economic Development Professionals Group meeting and the CEDA Annual Meeting.
 - b. Small Cities Development Program. Ouellette notified the board Kasson had been awarded a Small Cities Development Program Grant of \$517,500 which will be administered by SEMMCHRA.
 - c. MNDOT Cooperative Landscaping Agreement. Ouellette notified the board that MNDOT will soon survey and stake the project site in preparation for Sargents landscaping work.
 - d. Dodge County Comprehensive Housing Needs Analysis. Ouellette noted the study had been finalized and is available on the Dodge County website.
 - e. Community Branding. Ouellette updated the board the preliminary community branding design had been reviewed by the Chamber board. Feedback is being incorporated into the second round of design work.
 - f. Dodge County Wind Transmission Line Proposed Routes. Ouellette talked about the new proposed transmission lines which intersect Kasson. Ouellette brought up the letter of concerns the City of Kasson has regarding the project, which was reviewed by City Council and submitted to the Department of Commerce for their records.
 - g. Business Façade Improvement Program. Ouellette noted there was a lack of applications for the program. Ouellette and the board discussed strategies to increase awareness and participation in the program.

- IV. Housing Study. Ouellette noted the packet included some brief information on the housing study concerning the Eastern Submarket, which includes the city of Kasson. Ouellette pointed out the number and types of new units recommended to East Submarket housing demand.
- V. Business Subsidy Policy. Ouellette noted the policy amendment was returning to the agenda for discussion. Ouellette highlighted differences between the existing policy and proposed amendments. Egger noted he and Tom had discussed the amendment with the previous EDA Coordinator. McKern mentioned the Revolving Loan Fund was no longer being used for new loans, which is why the language regarding the program had been removed in the amendment. Monson explained the merits of the proposed amendment.

Monson motioned to recommend City Council hold a public hearing to consider approval for the updated Business Subsidy Policy for the City of Kasson. McKern seconded.

Ayes (7), Nays (0). Motion carried.

- VI. Downtown Lots Committee. Peterson updated the board on the progress from the first Downtown Lots Committee meeting. Peterson noted the initial costs for a brick paver style project on the lots would cost approximately \$20,000. Peterson mentioned the prospect of including community organizations in the construction of a patio could allow for cost savings. Ouellette noted a basic surface on the lots would allow for a variety of activation projects. The board discussed the viability of selling the lots. The board also discussed converting the space into a park, which would involve the Parks Board and City Council. Borgstrom-Durst expressed support for the idea of a community bulletin board. Egger suggested next steps include the Park Board and City Council to gauge interest in the project. Ouellette recommended the Downtown Lots Committee determine possible steps to accomplish various levels of activation for the lots.
- VII. Kasson Konnections Agenda. Ouellette mentioned items for discussion would be downtown lots and raising awareness of the Business Façade Improvement Program.
- VIII. Other Business. Borgstrom-Durst returned the discussion to the Community Branding, asking for clarification on which organization was taking responsibility for the project. Ouellette noted the design was not logo design for either the city or chamber and the intent was designs would be used on community infrastructure. Ouellette mentioned a special Chamber After Hours event coming in the near future. Due to the next meeting falling on the week on the 4th of July, the board has decided to cancel the meeting due to predicted absences.
- IX. Items for July EDA Meeting. The board requested Ouellette provide a packet of EDA activity for the month of June in lieu of a July EDA Board meeting.

X. Adjourn. Borgstrom-Durst motioned to adjourn the meeting. McKern seconded
Ayes (7), Nays (0). Motion carried and meeting adjourned.

Next meeting will be held on ~~Tuesday, July 2nd~~ Tuesday, August 6th, 2019

Minutes Submitted by: _____
Nicholas Ouellette, EDA Coordinator

Dan Egger, EDA President