

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, January 5th, 2021

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 5th day of January 2021 at 12:00PM.

The following board members were present: Dan Egger, Chris McKern, Tom Monson, Janice Borgstrom-Durst, and Kathy O'Malley.

Absent: Michael Peterson and Liza Larsen.

The following staff members were present: Timothy Ibisch - City Administrator, Nicholas Ouellette - EDA Staff.

- I. Call Meeting to Order. Egger called the meeting to order at 12:00PM.
- II. Approve Minutes of the Previous Meeting. McKern motioned to approve the October minutes. Borgstrom-Durst seconded.

Ayes (5), Nays (0). Motion carried.
- III. Financial Report. Ouellette reported no major changes to note in the financial report and that loans were being repaid as scheduled. Ouellette noted that Gibbs Partnership was expected to pay off the remaining balance of their loan this week. Ouellette also noted that the EDA had received a portion of its budget allotment.
- IV. EDA Board Elections. Ouellette discussed the positions available for Board members. Egger asked the Board if any were interested in holding the position of President or Vice President. The Board discussed maintaining the same positions as they had the last year. O'Malley motioned to reelect Dan Egger to President, Michael Peterson to Vice-President, and Nicholas Ouellette to Secretary. Borgstrom-Durst seconded.

Ayes (5), Nays (0). Motion carried.
- V. 2020 Business Façade Improvement Program. Ouellette discussed the 2020 business façade improvement projects and overall program spending. Ouellette noted the program did not see as much activity as it did in 2019 likely due to the economic uncertainty caused by the pandemic. Ouellette discussed a late application for an already completed façade improvement project from Chuy's Bakery. Ouellette noted that while the application was late it fit the intent of the program and awarding a matching grant on the project would benefit a local business. Ouellette recommended the EDA Board approve the façade improvement project application and award the matching grant. McKern motioned to approve the Business Façade Improvement Program application submitted by Chuy's Bakery. O'Malley seconded.

Ayes (5), Nays (0). Motion carried.

- VI. 2021 EDA Commercial Programs. Ouellette discussed the results of the 2020 Business Façade Improvement Program. Ouellette recommended the EDA allocate \$10,000 from the Commercial Programs budget to fund the 2021 Business Façade Improvement Project. Ouellette also discussed the possibility for the EDA to create additional commercial programs, whether it be to address a specific commercial area of Kasson, provide businesses with COVID-19 relief, or address the expected business impacts of the Highway 57 reconstruction project (now rescheduled to 2022). The Board discussed possible programs but will make a decision once they have decided on priorities for 2021 at the February meeting. Borgstrom-Durst requested Ouellette ascertain the available budget for the EDA to create an additional commercial program. O'Malley motioned to allocate \$10,000 towards the 2021 Business Façade Improvement Program. Monson seconded.

Ayes (5), Nays (0). Motion carried.

- VII. Coordinators Report. Ouellette reviewed the items in the Coordinators Report. Ouellette discussed:
- i. reaching out to Dodge County Youth Hockey with a possible grant to conduct a rural feasibility study;
 - ii. the meeting planned with Trail Creek Coffee Roasters to initiate discussions on a potential lease-to-own agreement on the Old Library Building;
 - iii. reconvening the Downtown Lots Committee;
 - iv. submitting the framework of a draft business plan to Ed and Tina Butler for a co-working space; and,
 - v. discussing a possible Post-Bulletin article on the Kasson business community and the impacts of COVID-19.

- VIII. City Administrators Report. No discussion was held on the Administrators Report.

- IX. Other Business/Open Discussion. No other business was discussed.

- X. Items for the January EDA Meeting. Annual Report, funds available for new commercial programs, and setting priorities for 2021.

- XI. Adjourn. McKern motioned to adjourn the meeting. Monson seconded.

Ayes (5), Nays (0). Motion carried. Meeting adjourned at 12:35PM.

The next meeting will be held at 12:00PM on February 2nd, 2021.

Minutes Submitted by: _____
Nicholas Ouellette, EDA Coordinator

Dan Egger, EDA President