The Cannon Falls Economic Development Authority (EDA) met on Thursday, February 2, 2023 at 3:00 p.m. in the City Hall Conference Room for its regular meeting. EDA Board Members present were: Luke Cooreman, Amy Dombeck, Mayor Matt Montgomery, Steve Gesme and Jon Dahl. Also present were Neil Jensen, Dianne Howard and Laura Qualey. Guests were Diane Johnson, Gene Stinar, Supt. Sampson and Rosie Schluter (via ZOOM.)

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| Call to Order  Approve Agenda  Approve Minutes  Financials  Annual Business  Stinars Purchase Agreement:  Schedule Public Hearing for Stinar:  Carstensen Leasing’s Amendment:  Schedule Public Hearing for Carstensen:  Hardwood Estates Engineering Agreement:  2023 Goal Planning:  Other Business:  Adjourn | Cooreman called the meeting to order at 3:10 p.m.  Dombeck made a motion to approve the agenda; Dahl seconded the motion; unanimously passed.  Minutes from January 5, 2023 motion by Dombeck to approve; seconded by Montgomery; unanimously approved.  All loan payments are current except ArtOrg has now missed their December & January payment. Qualey will follow up in writing with them requesting immediate payment. RLF balance is an estimated $115,973.18 available for lending; $298,406.35 outstanding in loans.  *i. EDA Bylaws.* Some discussions surrounding ‘Public Input’ were tossed around but no changes were made.  *ii. Economic Development Fund Policy.* No changes were discussed or made.  *iii. EDA Member Term List.* As it stands, Dombeck will be completing her first term at the end of 2023. Her term was fulfilling the last five years of a six year term of a member that resigned; therefore she will still be eligible for two more 6 year back to back terms if interested. Cooreman’s first 6 year term ends at the end of 2025; Dahl will complete his first 6 year term at the end of 2027. Montgomery and Gesme are appointed on an annual basis.  *iv. Appointment of Officers.* Montgomery nominated Dahl for President; seconded by Dombeck; unanimously approved. Cooreman nominated Mayor as VP; Dahl seconded motion; unanimously approved. Montgomery nominated Cooreman as Treasurer; second by Gesme; unanimously approved. Montgomery nominated Dombeck as Secretary; second by Gesme; unanimously approved. Noting Qualey will take official minutes of the EDA meetings unless absent, then defaults to Dombeck.  *v. Conflict of Interest Disclosure.* All voting members must sign the COI Disclosure annually and acknowledge any EDA projects that may come forward if there is a financial interest they must acknowledge and disclose it accordingly.  OFFICIAL CHANGING OF POWER TO DAHL AS PRESIDENT OCCURRED AT 4 P.M.  Gene Stinar attended the meeting to speak to the board regarding the easement access and the hardship it will cause them for snow removal once Carstensen’s acquire Lot 1 & 3 and install a fence. Stinar’s had verbally agreed to purchase the other half of the existing driveway they utilize daily but wanted to ask again for more property from Lot 1. After Gene Stinar explained their situation, he left with the understanding that Carstensen’s were unable to give up any more land or their project would not meet their needs or setback requirements. There were a few spelling errors that will need to be corrected in the Purchase Agreement, otherwise, the Stinars will be moving forward with signing the agreement. Motion by Gesme; second by Montgomery to approve the Purchase Agreement; unanimously approved.  Item was tabled until the EDA has received a signed Purchase Agreement from Stinars.    Approving this amendment to the original Purchase Agreement will reduce the amount of property and price of Lot 1 that Carstensen Leasing will be acquiring by 7,350 square feet. Therefore, reducing the original Lot 1 size of 133,294 sq. ft and price of $122,630 to 125,944 sq. ft. and $115,868. Motion to approve by Dombeck; second by Montgomery; unanimously approved.  Item was tabled until the EDA receives a signed Purchase Agreement from Stinars to set this in motion to proceed.  Approving this agreement gives the EDA an outline of the Scope of Services WHKS will provide on guidance and cost opinions for Hardwood Estates to develop the property for housing. Montgomery made a motion to approve the agreement; Gesme seconded the motion; unanimously approved.  Board began tossing out potential ideas for planning and goal setting as noted below, but discussion was tabled as time for the meeting expired. Discussion will continue in March.  **Lodging Tax:** This is something to consider implementing or bringing to council for discussion for the 2024 year. It is a pass-through tax that is 3-5% tax put on lodging venues so it would not affect our local residents, but the taxes generated come back to the Chamber or Tourism Bureau to be used for marketing and tourism. Cooreman made a strong point against advocating for the Lodging Tax and that both of our hotels are locally owned and it could deter or affect visitors choosing Cannon Falls over another community with a wider selection of hotels/room rates to choose from.  **Annexation:** Acquire land or encourage landowners along Hwy 52 to annex into city limits to grow our industrial park.  **Housing Developments:** There are quite a few developers that have brought concept or preliminary plans to the City within the last 18 months, but getting shovels in the ground is what we need to keep nurturing those projects forward in order to get actual lots for sale/development. Getting 30 houses built a year is what we should be shooting for.  **Downtown:** Increase vibrancy and vitality. Reignite events to engage the local residents in addition to attracting tourists to town.  **Industrial Park Expansion:** This coincides with annexation as we have reached our limits within our city boundaries in the industrial park.  **i. Invoices to Approve –** Rockne Law Office invoice for $600 Knight Barry title search for the closing of the Mulvihill property and reimbursement to Qualey for pizza/water/cookies for the Chamber/EIC/School/EDA Coordinate, Communicate, Collaborate, brainstorm session in January for $66.84. Motion by Montgomery; second by Cooreman to approve invoices; unanimously approved.  **ii. CEDA Regional Development Tour 2023** – Qualey announced that Cannon Falls, Kenyon and Pine Island were selected for CEDAs annual bus tour for 2023. This is an opportunity for developers, investors, real estate agents and other people in the economic development industry to see the opportunities Cannon Falls has to offer and what development has occurred to showcase and also spotlight the community. This will most likely occur in late summer/early fall.  Jensen left the meeting at 4:56 p.m.  Motion to adjourn by Dombeck, second by Montgomery; unanimously approved. Adjourned at 5:01 p.m.  Respectfully submitted by Laura Qualey  *Approved March 2, 2023 with no changes.* |