

MEETING MINUTES

CLARA CITY ECONOMIC DEVELOPMENT AUTHORITY (EDA) REGULAR MEETING

Monday
February 11, 2019
12:00 Noon

CITY HALL COUNCIL CHAMBERS CLARA CITY, MINNESOTA

Members present: Chip Goeman, Robert Schwitters, Chad Forkrud, Gary Nelson, and Windy Block

Members absent: James Thein and Rhonda Pieper (excused)

Staff present: Gene Wenstrom (ED Consultant)

Others present: Sam Peterson (Clara City Herald), Jeffrey Lopez (Chippewa County Commissioner), and Sherri Broderius (Superintendent of MACCRA Y Schools)

1. Call to Order—*By President Chip Goeman at 12:05 P.M. A Quorum of the Board was declared as being present.*

2. Additions/Deletions/Modifications/Approval of Agenda

Action taken: *President Goeman declared, without objection, that the Meeting Agenda was approved as amended with the addition of Agenda Item No. 7. (C) Downtown Redevelopment Activity.*

3. Approval of Minutes

3. (A) Regular Meeting Minutes for January 7, 2019.

Action taken: *M/S/P 5-0 (Forkrud/Schwitters) to approve the Meeting Minutes for the regular EDA Meeting of January 7, 2019, as presented.*

4. Communications/Notices—*None.*

5. Reports from Officers and Committees

5. (A) Financial Report—*Staff reported that as of January 31, 2019, there is \$(58,246.45) in the General Cash Account and \$94,400.24 in the Money Market Savings Account.*

5. (B) Loan Servicing Requests, if any—*Staff referred this item to Agenda Item No. 6. (A).*

6. Reports from Staff and Administrative Officers

6. (A) Consideration of receiving an update on items of interest to the EDA as offered by staff. Gene Wenstrom, the City's Economic Development Consultant, led the EDA Commissioners through a review of his February 2019 Report. As a part of his report, he noted that he has been stymied lately in his efforts to collect on the loan that Sugar & Spice has with the EDA. As such, he asked the Commissioners for some direction as to what to do next.

Action taken: *M/S/P 5-0 (Block/Forkrud) to approve of the staff's moving forward with a demand and default notification process for the Sugar & Spice Loan, utilizing the legal services of the City Attorney for the implementation of the appropriate notice.*

7. General Business

7. (A) Consideration of receiving a review of the "MACCRAY STRATEGIC PLANNING" session as conducted by the MACCRAY School District No. 2180. Upon an informal polling for those who had attended the MACCRAY Strategic Planning Session, it was learned that Commissioner Gary Nelson, Commissioner Rhonda Pieper, Jeffrey Lopez, and Sam Peterson had all been in attendance and had generally found it to be a good session due to the basic fact that everyone from all three localities were in the same room while sharing their thoughts and ideas.

Superintendent Broderius summarized that the general consensus of the attendees had been that something needed to be done and that general education space, gym space, and a theater were at the top of the needs list facility-wise. She also stated that the existing levy is about to expire and will need to be extended in 2019. She concluded that the official results of all of the surveying and strategic planning work will be officially released on Thursday, February 21, 2019, 4:00 P.M., in the Library at the Senior High School. She also encouraged those business minded folks to attend a meeting at the Citizens Alliance Bank on Friday, February 22, 2019, 1:00 P.M., for information about the valuable "CEO Program."

Action taken: *Inasmuch as this Agenda Item was informational only, no official action was requested nor taken.*

7. (B) Consideration of receiving an update on administrative activities at the Assisted Living facility. Jim Flaherty, Interim Administrator of the Care Center, was introduced and presented a review of his first two months of activity as the Interim Administrator. He shared that currently there are three (3) openings in the Assisted Living's general units and only one (1) opening in the memory care section.

Action taken: *Inasmuch as this Agenda Item was informational only, no official action was requested nor taken.*

7. (C) Consideration of receiving an update from staff on current redevelopment activities that are occurring in the Clara City Downtown Business District. Staff reported.

Action taken: *Inasmuch as this Agenda Item was informational only, no official action was requested nor taken.*

8. Announcement—*President Goeman reminded the Commissioners of the following:*

8. (A) The next regular meeting of the EDA is scheduled for ***Monday, March 11, 2019, 12:00 Noon***, at the City Hall.

9. Adjournment—*M/S/P 5-0 (Nelson/Schwitters) to adjourn the meeting. Upon recognizing the passage of the motion, President Goeman declared this EDA Meeting to be adjourned as of 1:02 P.M.*