

MEETING MINUTES

CLARA CITY
ECONOMIC DEVELOPMENT AUTHORITY (EDA)
REGULAR MEETING

Monday
May 11, 2020
12:00 Noon

In Person and by Phone

CITY HALL COUNCIL CHAMBERS
CLARA CITY, MINNESOTA

Members present: Chip Goeman, Chad Forkrud, Gary Nelson (by phone), and Steve Jones

Members absent: Robert Schwitters, James Thein, Rhonda Pieper

Staff present: Gene Wenstrom (EDA Consultant, by phone) and Matt Blum (Care Center, by phone)

Others present: Sam Peterson (Clara City Herald, by phone), Sherri Broderius (MACCRA Y #2180 Superintendent), and Jeffrey Lopez (Chippewa County Commissioner, by phone)

1. Call to Order—*By President Chip Goeman at 12:02 P.M. A Quorum was declared present.*

2. Additions/Deletions/Modifications/Approval of Agenda

***Action taken:** Upon calling for any additions/deletions/modifications to the draft agenda and receiving none, Chairman Goeman declared the Meeting Agenda to be approved as presented.*

3. Approval of Minutes

3. (A) Regular EDA Meeting Minutes for March 9, 2020.

***Action taken:** M/S/P 4-0 (Forkrud/Nelson) to approve the EDA Meeting Minutes for March 9, 2020, as presented.*

4. Election of Officer: Due to retirement of Windy Block, **M/S/P 4-0 to appoint City Administrator Jones as Secretary/Treasurer.**

5. Communications/Notices—*None.*

6. Reports from Officers and Committees

5. (A) Financial Report—*Jones reported that we had a negative balance of about \$13,624 in the Checking account, and a positive balance of \$24,096 in our Loan accounts.*

5. (B) Loan Servicing Requests, if any—*Staff reported that there were no such requests.*

7. Reports from Staff and Administrative Officers

6. (A) Gene Wenstrom, EDA Consultant, presented his prepared report for May 2020. He discussed the Payroll Protection Program, the essential business designation for Kay's and Design Innovations, Small Cities Grant Application,, Demo Grant Application to the State (denied) and the overall business climate. Wenstrom also introduced the WCCEO program for entrepreneurial classes/mentoring, and a request for funding.

Action taken: *M/S/P Nelson/Forkrud to agree to a three-year commitment to the program, at \$1,000/year, to come out of loan proceeds.*

8. General Business

7. (A) Consideration of receiving information from Superintendent Sherri Broderius, MACCRAY I.S.D. # 2180, regarding additional current planning activity in support of the construction of the One-Campus MACCRAY facility. Ms. Broderius highlighted four key issues: 1) Safe Routes to Schools, 2) Technology and School Opening Issues, 3) CARES ACT, and the funds it may bring, and 4) Update on the building project.

No Action taken

7. (B) Consideration of South Hawk Creek Business Park land pricing. Jones mentioned that staff was looking at costs, and hoped to have a recommendation at the next meeting.

No Action taken

7. (C) Consideration of receiving an update of the City's submittal of an application for a Redevelopment Grant from DEED for the demolition and redevelopment of the former "Junior High School Property." Staff reported that the grant was denied. We could resubmit next year, but we need to address some outstanding issues to be more competitive.

No Action taken:

7. (D) Update on Small Cities Grant: The city was invited to submit a final application, and hopes to hear in May if a grant has been approved.

No Action Taken:

7. (E) Update on Assisted Living Facility: Matt Blum, Administrator, mentioned that the facility had received \$450,000 PPP Loan/Grant (Nursing Home), and \$137,000 PPP Loan Grant (Assisted Living/Prairie Park Place). Because of COVID-19 advanced protective measures are in place, but staff is trying to make the facility, despite of the issues, a friendly, fun environment,

No Action Taken:

7. (F) Introduction of new City Administrator Jones.

No Action taken:

9. Announcements—*No action is required.*

8. (A) The next meeting of the EDA will be on ***Monday, June 8, 2020, 12:00 Noon.***

10. Adjournment—***At 12:25 PM***

ATTEST: _____
Steven C. Jones, Secretary