

# MEETING MINUTES

CLARA CITY  
ECONOMIC DEVELOPMENT AUTHORITY (EDA)  
REGULAR MEETING

Monday  
September 11, 2017  
12:00 Noon

CITY HALL COUNCIL CHAMBERS  
CLARA CITY, MINNESOTA

Members present: Chip Goeman, Gary Nelson, Rhonda Pieper, and Windy Block

Members absent: Chad Forkrud (excused), James Thein (excused), and Robert Schwitters (excused)

Staff present: Gene Wenstrom

Others present: Josie Oliver (Clara City Herald) and Jeffrey Lopez (County Commissioner)

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**Note:** The EDA Board had previously accepted an invitation from Massoud Kazemzadeh to tour the manufacturing facilities of Kay's Naturals & Kay's Processing. As such, the Commissioners and guests had met at Kay's Processing along Highway 23, at 11:00 A.M. sharp on Monday, September 11, 2017 and had toured the facility prior to the opening of this EDA Meeting

1. Call to Order—*Vice Chairman Chip Goeman, in the excused absence of Chair Forkrud, called this meeting of the EDA to Order at 12:01 P.M. and declared a Quorum of the Board as being present.*
2. Additions/Deletions/Modifications/Approval of Agenda—*None.*
3. Approval of Minutes
  3. (A) Regular Meeting Minutes for August 7, 2017  
  
*Action taken: M/S/P 4-0 (Nelson/Pieper) to approve the Meeting Minutes from the prior EDA Meeting held on August 7, 2017, as presented.*
4. Communications/Notices—*None.*
5. Reports from Officers and Committees
  5. (A) Financial Report—*Staff reported that there were no significant changes to the negative cash balance in the EDA Money Market Account.*

5. (B) Loan Servicing Requests, if any—*Staff reported that there were no new loan servicing requests to be considered.*
6. Reports from Staff and Administrative Officers
6. (A) Consideration of receiving and discussing the monthly update(s) on items of interest to the EDA as authored by Consultant Gene Wenstrom.
- Action taken:*** *Wenstrom reviewed his September 2017 Report, providing some highlights and insight as to the long-term economic and tax value that the creation of new housing opportunities will ultimately bring to a community. He utilized some of his past experiences in the City of Clara City. Wenstrom also indicated that Bruce Hanson, of Clara City Telephone, had recently indicated to him that, given the right set of circumstances, he would be willing to commit up to \$5,000 towards the cost of a City Housing Study due to the great potential that such a project might produce. This was informational only and no action was requested nor taken.*
7. General Business
7. (A) Consideration of developing a marketing plan for attracting new manufacturing business to the evolving South Hawk Creek Business Park. Staff provided a background of the project as a way of introducing this challenge and opportunity.
- Action taken:*** *This Agenda Item was discussion only and no official action was requested nor taken.*
8. Announcements—*Vice Chairman Goeman reminded the Commissioners of the unique timing of the next regular EDA Meeting as follows:*
8. (A) The next Regular Meeting of the EDA—Tuesday, October 10, 2017, 12:00 Noon, City Hall. Please note that this is a Tuesday due to the fact that Monday is Columbus Day, a legal holiday on which the City Hall will be officially closed for business.
9. Adjournment—*Upon recognizing no additional business to be considered, it was M/S/P 4-0 (Nelson/Pieper) to adjourn this meeting of the EDA. Chair Goeman acknowledged the passing of the motion and declared the meeting to be adjourned as of 12:33 P.M.*