

MEETING MINUTES

CLARA CITY ECONOMIC DEVELOPMENT AUTHORITY (EDA) REGULAR MEETING

Tuesday
November 12, 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: Rhonda Pieper (excused) and James Thein

Staff present: Gene Wenstrom (Economic Development Consultant) and Matt Blum (Senior Living Administrator)

Others present: Sam Peterson (Clara City Herald) and Jeffrey Lopez (County Commissioner)

1. Call to Order—*By Chairman Chip Goeman at 12:12 p.m. A Quorum of the commission was declared as being present.*

2. Additions/Deletions/Modifications/Approval of Agenda

***Action taken:** Upon requesting any additions/deletions/modifications to the draft agenda and recognizing none, Chairman Goeman, without objection, declared the Meeting Agenda to be approved as presented.*

3. Approval of Minutes

3. (A) Regular Meeting Minutes for September 9, 2019.

3. (B) Meeting Minutes for October 8, 2019—*Meeting had been cancelled due to the lack of a Quorum of the commissioners being present.*

***Action taken:** M/S/P 5-0 (Forkrud/Nelson) to approve the Meeting Minutes as presented for the regular EDA Meeting which had been held on Monday, September 9, 2019.*

4. Communications/Notices—*None.*

5. Reports from Officers and Committees

5. (A) Financial Report—*None.*

5. (B) Loan Servicing Requests, if any—*None.*

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 reported on items of interest to the EDA, such that included housing challenges, Small Cities Development Program, changes in the ownership of the former Wild Hare property, and the current sales growth of the new Almich's Grocery Store.

7. General Business

7. (A) Consideration of discussion regarding potential future needs and challenges which may be facing Clara City in light of the recent passage of the One-Campus Bond Referendum for MACCRAY School District #2180. At minimum, this may include consideration of manageable housing strategies and public infrastructure improvement projects.

Action taken: Administrator Block announced that MACCRAY Superintendent Sherri Broderius had been unable to attend this meeting due to a schedule conflict with her work. However, he encouraged the EDA Commissioners to keep Ms. Broderius involved in their meetings and to strive to make the new school building and program project a positive experience for all. Consequently, this was informational only with no action taken.

7. (B) Consideration of community promotion strategies. Mayor Gary Nelson has some ideas that he would like to share with the EDA about some strategies to promote the City and could involve the support of the EDA. The Mayor presented some initial thoughts and concepts about marketing the community better through the improvement of its highway entrance signs and signage at the industrial park in South Hawk Creek Business Park.

Action taken: M/S/P 5-0 (Schwitters/Forkrud) to approve the moving forward with the installation of signage detailing the availability of industrial lots in the South Hawk Creek Business Park and assigned the task to Mayor Nelson, Consultant Wenstrom, and Administrator Block.

7. (C) Consideration of approving the 3rd Quarter (September 30, 2019) Financial Operations Report for the Assisted Living Facility and to receive an update on various activities at the Senior Living Campus. Matt Blum, Senior Living Administrator, delivered the report.

Action taken: M/S/P 5-0 (Nelson/Forkrud) to acknowledge the receipt of the 3rd Quarter (September 30, 2019) Financial Operations Report for the Assisted Living Facility as presented by Matt Blum, Senior Living Administrator.

8. Announcements—Chairman Goeman announced the following meeting reminder:

8. (A) The next regular meeting of the EDA will be on *Monday, December 9, 2019, 12:00 Noon.*

9. Adjournment—Upon recognizing that there was no additional business to be considered, MSP 5-0 (Forkrud/Nelson) to adjourn this meeting of the EDA. Upon recognizing the passage of this motion, Chairman Goeman declared the meeting to be adjourned as of 1:07 P.M.