

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, December 3rd, 2019

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at City Hall this 3rd day of December 2019 at 12:00PM.

The following board members were present: Dan Egger, Chris McKern, Liza Larsen, Michael Peterson, Janice Borgstrom-Durst, and Tom Monson.

Absent: Richard Wegner.

The following staff members were present: Nicholas Ouellette, EDA Coordinator

- I. Call Meeting to Order. Egger called the meeting to order at 12:00PM.
- II. Approve Minutes of the Previous Meeting. Larsen motioned to approve the minutes of the previous meeting as submitted. McKern seconded.

Ayes (5), Nays (0). Motion carried.

- III. Coordinator Report. Ouellette noted his attendance at the Trail Creek Coffee ribbon cutting on Small Business Saturday. Ouellette discussed the balance for the Business Façade Improvement Program is projected to be \$10,152.50 once all projects are completed and reimbursements paid out. Ouellette noted that six projects were approved through the program for 2019. Ouellette also noted certain projects approved in 2019 were not likely to be completed until 2020 due to winter weather and availability of contractors. Ouellette discussed his plans to compile a list of available commercial properties and organize a meeting for the Downtown Lots Committee.

Monson arrived at the board meeting at this time.

- IV. Business Facade Improvement Program. Ouellette informed the EDA Board he had received one application for the board to review.
 - a. Daniel Gadiant/Daniels Restaurant. Ouellette discussed the project application for landscaping improvements in front of Daniels Restaurant and recommended approval. McKern motioned to approve the application. Larsen seconded.

Ayes (6), Nays (0). Motion carried.

- V. Revolving Loan Fund Update. Ouellette discussed the Revolving Loan Fund documents he created for the new program, noting changes to previous drafts and newly created documents. The board reviewed the requested changes to the Guidelines and Policies document. Ouellette requested approval of the new Revolving Loan Fund program.

McKern motioned to approve the new Revolving Loan Fund program and supporting documents. Borgstrom-Durst seconded.

Ayes (6), Nays (0). Motion carried.

- VI. Kasson Konnections. Ouellette noted this will be the final Kasson Konnections. Ouellette will bring Revolving Loan Materials to discuss the program with any interested members of the community. Borgstrom-Durst discussed how to reach out to non-chamber businesses. Larsen mentioned the Chamber could produce a list other business groups that meet in Kasson.
- VII. Other Business. Ouellette had no other business.
- VIII. Items for the December EDA Meeting. The board discussed having the new City Administrator as a guest at the January or February EDA meetings. McKern discussed future term limits for EDA board members.
- IX. Adjourn. McKern motioned to adjourn the meeting. Larsen seconded.

Ayes (6), Nays (0). Motion carried and meeting adjourned.

The next meeting will be held at 12:00PM on January 7th, 2020.

Minutes Submitted by: _____
Nicholas Ouellette, EDA Coordinator

Dan Egger, EDA President