

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
JUNE 9, 2016 – OFFICIAL MINUTES**

**Call to Order**

Chair Todd Bartels called the regular EDA meeting of June 9, 2016 to order at 8:00 a.m. Present were Todd Bartels, Randy Whitcomb, Keith Ulstad, Matt Hanson, John Vajda and Ken Warpula. Also present was City Administrator Brian Hagen. Member Jessica Johnson was absent. Guest present included Duane Northagen from WCEDP.

**Approval of Agenda**

**MOTION** by Warpula to approve the agenda, seconded by Vajda. **Motion carried unanimously.**

**Approval of Minutes from May 12, 2016 Regular Meeting**

**MOTION** by Warpula to approve minutes as presented, seconded by Hanson. **Motion carried unanimously.**

**Approval of Accounts Payable and Financial Reports**

Hagen outlined all finances are to be as expected.

**MOTION** by Warpula to approve the Accounts Payable and Financial Reports as presented, seconded by Whitcomb. **Motion carried unanimously.**

**Citizen's Forum**

**Unfinished Business**

**Final Review Low Interest Loan Program**

Hagen explained he is requesting one last review of the programs before bringing them to Council for their final approval. The board had no final changes.

**MOTION** by Vajda to approve final version, seconded by Hanson. **Motion carried unanimously.**

**Final Review Matching Grant Program**

Hagen pointed out some concerns related to how the program was structured. His concern was ensuring work was completed and ways to simplify the program. The board discussed details and determined that only the loan portion would be financed and provided up front to supplement project costs. Additionally, the grant portion would be given in a lump sum payment after the work is completed.

**MOTION** by Vajda to approve changes as described above, seconded by Ulstad. **Motion carried unanimously.**

**Final Review Rent Reimbursement Program**

The board had no final changes.

**MOTION** by Warpula to approve final version, seconded by Whitcomb. **Motion carried unanimously.**

**New Business**

None.

**Reports**

Mr. Northagen informed the board of a monthly newsletter the WCEDP was distributing to interested parties. He requested that if Hanover EDA had items they would like included, to provide the article by the 20<sup>th</sup> of each month.

**Adjournment**

**MOTION** by Vajda to adjourn at 8:45 a.m., seconded by Warpula. **Motion carried unanimously.**

ATTEST:

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Brian Hagen, City Administrator