

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
JULY 20, 2023**

Call to Order

Acting Chair Hallstein called the regular EDA meeting of July 20, 2023 to order at 8:00 a.m. Present were members Tony Ross, Jessica Johnson, Ted Zrust, Brian Dismang, Tom Dierberger and MaryAnn Hallstein. Absent was Todd Bartels. Also present was City Administrator Jennifer Nash and Patty Yantes.

Approval of Agenda

A motion was made by Ross and seconded by Dierberger to **approve the agenda as presented**. All in favor. Motion carried.

Approval of Minutes from June 15, 2023 Regular Meeting

A motion was made by Johnson and seconded by Dismang to **approve minutes of June 15, 2023 as presented**. All in favor. Motion carried.

Approval of Accounts Payable and Financial Reports

Johnson noted the two loans are current, and there was an expense for food at the MDT brainstorming session.

A motion was made by Johnson and seconded by Zrust to **approve the Accounts Payable and Financial Reports as presented**. All in favor. Motion carried.

Citizen's Forum

None

Unfinished Business

- Minnesota Design Team (MDT)- Preparation for Upcoming Visit

Hallstein noted the brainstorming session is complete along with the SWOT analysis conducted by EDA. Ross noted his attendance at the brainstorming session and was surprised about some comments that came out relating to the industrial park. He was also surprised with a sentiment expressed by some desiring to keep active farm fields in areas completely surrounded by residential and commercial developments. Members discussed private ownership of these properties and that the City would have limited tools to prevent owners from selling their properties for development allowed under the City's zoning regulation. Perhaps part of the discussion for the community will be strategies for preserving green spaces if that is a goal?

Administrator Nash showed the EDA survey results received so far and noted the survey timeline has been extended past the end of July in order to invite those attending the Harvest Festival on August 5th to complete surveys.

Members discussed possible presenters to the MDT team for the Friday, September 15th morning programming. Staff will reach out to representatives from the school, churches and local civic organizations.

Hallstein shared work she has been doing to prepare options for the food needed for events for the community visit schedule. The School District requires that coordinators of large events held at their facility hire a caterer, so local vendors Big Bore and River Inn were contacted. A subcommittee of Hallstein, Zrust and Dismang will review options and decide on food choices.

New Business

- 2024 EDA Budget Preparation

Nash noted that efforts have been made for the draft 2024 City general fund budget being prepared for Council to include tracking of staff time commitments to different task areas. This work was done with the goal of more accurately reflecting some of the costs for services areas in budget presentations and planning of resources. Along with this, Staff is proposing to include some staff time in the EDA’s draft budget to show commitment to these staffing expenses for EDA tasks. This would also help to support the EDA’s goals to plan for their goals in connecting with businesses, commercial growth opportunities and partner resources in the future. Nash stated the EDA’s levy has remained the same for many years, and this upcoming budget would include a proposal to adjust the budget and levy to include staff support and some additional funding towards the business incentive fund for projects that may come up. This draft budget will be brought to EDA’s August meeting for feedback.

EDA Board and Staff Reports

- Hallstein – noted Council has authorized some temporary consultant assistance for code enforcement limited to a few hours per week. Resident Yantes asked if there are code complaints that require response; Nash responded there are.

Adjournment

MOTION by Ross to adjourn at 9:19 a.m., seconded by Dierberger. **Motion carried unanimously.**

ATTEST:

Jennifer Nash, City Administrator