

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
AUGUST 14, 2014**

Call to Order

Chair Todd Bartels called the regular EDA meeting of August 14, 2014 to order at 8:04 a.m. Present were Todd Bartels, Joe Kaul, Jim Hennessey, Keith Ulstad, Councilor John Vajda and City Administrator Annita Smythe. Councilor Ken Warpula, Randy Whitcomb, and EDA Consultant Heidi Peper were absent.

Approval of the Agenda

MOTION to approve agenda was made by Vajda, seconded by Hennessey. **Motion carried unanimously.**

Approval of Minutes from August 14, 2014

Members had one change to the minutes, changing the word “reversing” to “revisiting” at the end of the paragraph about Kaul Design Group’s Maintenance Proposal under New Business.

MOTION to approve the minutes of June 12, 2014, as amended, was made by Vajda, and seconded by Kaul.

Motion carried unanimously.

Approval of July 2014 Accounts Payable and Financial Reports

Kaul asked if we had a recent bill from SEH, as it appears to be missing. Smythe will check on this to make sure it wasn’t coded to another fund incorrectly. Hennessey asked about the performance of the EDA loan to Maris Ehlers Photography. Response was that regular payments are currently being made, but it was still slightly behind on payment.

MOTION to approve the July 2014 accounts payable and financial reports as presented made by Kaul, seconded by Hennessey. **Motion carried unanimously.**

Old Business

Lupine Brewery

Smythe updated the Board on the site negotiations, along Hennepin County Road 19. There were still some issues related to Hennepin County’s strip of land and some additional concerns sent over from the Hennepin County Highway Department. Smythe and City Planner Cindy Nash have a meeting scheduled next week with Hennepin County and the developer to try to map out a course of action. Smythe will update the Board following that meeting.

Greenhouse Assisted Living

Smythe provided the latest update on negotiations with the Bridges Association over the easement issue. City Attorney Jay Squires was still working to get the appraisal of the parcel finalized in order to move forward with eminent domain. In the interim, the Mayor has been speaking with members of the Bridges Board and with Bradford Development to try to move negotiations forward. No written offer had been received from the Bridges yet at the time of the EDA meeting.

Smythe also update that she had worked through some changes to the Purchase Agreement for Bradford Development, incorporating some of the changes the EDA Board had asked for. A final version will be submitted for review once it is complete. A key sticking point is that we don’t know what the purchase price should be until the easement issue is resolved.

Revolving Loan Committee Guidelines

Smythe outlined the discussion and plan put together for the Revolving Loan Fund Committee. Members reviewed it and gave positive feedback overall. The Board suggested one change, which is to change the word “year” at the end of the second bullet point under Low Interest Loan Program to “project”.

MOTION to approve Committee Guidelines as amended was made by Vajda, seconded by Kaul. **Motion carried unanimously.**

Updated Website Launch

Kaul provided an update on the launch of the new website. He walked through some of the changes, and outlined the plans for updates moving forward. He also provided some statistical data from the old and new websites as a baseline for moving ahead. Members had some feedback for a couple of minor changes, which Kaul will incorporate. Members also discussed using the new site to highlight some of the more recent accomplishments and success stories, and providing regular updates. There was a suggestion to add this topic as an agenda item for every other meeting. Overall, members had positive feedback on the new website, and believe it will be a good marketing tool moving ahead.

New Business

2015 Budget/Levy

Smythe introduced the proposed budget and levy. Overall, the proposed budget maintains the same level of funding for projects as 2014. The levy amount reflects an increase of \$4,000, which was released from the City budget as the Treehouse tax abatement has now expired. Vajda expressed support for the small increase, as he believes the City and EDA may be taking on more of an active role with the Harvest Festival and other initiatives in 2015.

MOTION by Vajda to approve the preliminary budget and levy as presented, seconded by Ulstad. **Motion carried unanimously.**

Harvest Festival Funding Request

Smythe introduced the annual request for funding from the Harvest Festival. Smythe explained that because of the changing of officers with the Harvest Festival committee, this request came in a little later than normal. In addition, the EDA did not meet in July. So, the Harvest Festival is asking for the annual donation from the EDA to help cover printing/advertising costs. Smythe did not have the invoices, so was not sure of the total amount. In past years, the EDA has funded around \$1,000.

MOTION by Kaul to approve funding for reimbursement of up to \$1,500 of printing/advertising costs, seconded by Hennessey. **Motion carried unanimously.**

EDA Board and Staff Reports

Hennessey: Mentioned that former Planning Commissioner Chris Zanetti is involved with an acting company that is looking for space to lease, if anyone has suggestions.

Vajda: Noted that he was asked at Harvest Festival about the EDA breakfasts that used to be hosted. He let the person know that the EDA now hosts a business social, and referred them to the City to get on the mailing list. Noted we should begin discussion of next social.

Smythe: Gave a quick update on Trailblazer, and that service has started. It appears they will be building a facility in Buffalo for a transit hub.

Adjournment

MOTION to adjourn by Vajda, seconded by Ulstad. **Motion carried unanimously.** Meeting adjourned at approximately 9:40 a.m.

ATTEST:

Annita M. Smythe, City Administrator