

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
AUGUST 17, 2023**

**Call to Order**

Chair Bartels called the regular EDA meeting of August 17, 2023 to order at 8:00 a.m. Present were members Todd Bartels, Tony Ross, Jessica Johnson, Brian Dismang, Tom Dierberger and MaryAnn Hallstein. Absent was Ted Zrust. Also present was City Administrator Jennifer Nash.

**Approval of Agenda**

Hallstein requested an item be added to the agenda to discuss upcoming meeting dates. A motion was made by Johnson and seconded by Dismang to **approve the agenda as amended**. All in favor. Motion carried.

**Approval of Minutes from July 20, 2023 Regular Meeting**

A motion was made by Dismang and seconded by Johnson to **approve minutes of July 20, 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 reimbursement for refreshments at the EDA's booth at Harvest Festival where the MDT survey and meeting invites were shared with attendees. A motion was made by Johnson and seconded by Dierberger 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

Nash summarized items completed in preparation for the upcoming Minnesota Design Team visit and those remaining. The visit planning team of Dierberger, Hallstein and Nash have met with the co-leads from their visit team to talk logistics, transfer information and go over items remaining. Bartels requested staff send EDA members a list of weekend events coming up September 15<sup>th</sup> & 16<sup>th</sup> that they should attend and others that would be nice if folks are available. Nash will do so.

**New Business**

- Future Meeting Dates

Members discussed the next regular date being September 21<sup>st</sup> and that this would be very close after the September 15<sup>th</sup> & 16<sup>th</sup> event weekend. Consensus was to cancel this meeting unless there was reason to call the meeting.

Members also discussed that the regular October meeting date would be October 19<sup>th</sup>, but this is a regular school MEA week where some may be out of town with family. After discussion, consensus was to reschedule the October meeting date to October 12<sup>th</sup>.

- 2024 EDA Budget and Levy

Nash presented the draft 2024 budget for EDA funds. She noted that the EDA's budget has remained the same at \$49,000 per year and not received any increase in many years. Nash noted that EDA has not been including any budget for staffing needs within their budget, and this draft includes expenses for 15% of the city administrator's time towards this staffing to memorialize the time spent for this work. The draft budget also includes a small increase in funding set aside to build a fund to be available in the future for projects that come up including possible matches for grant fund applications, rights of first refusal or other opportunities.

Members discussed the idea of building the fund for future projects and more business lending opportunities with some stating this is very important to do to allow for a fund to build for more ability to react to opportunities as they come up later, while others were skeptical of the need. Members discussed possibly reducing the amount shown for the transfer in the draft to lessen the change in the budget. Nash noted that a reduction of about \$14,000 in the draft transfer would bring the percentage increase in the budget down to about 30%.

A motion was made by Johnson and seconded by Hallstein to approve the EDA budget and levy for 2024 with the transfer to the business incentive fund reduced to keep the overall budget increase under 30%. Yes votes by Johnson, Hallstein, Bartels, Dismang and Dierberger. No vote by Ross. Vote is 5-1. Motion carried.

**EDA Board and Staff Reports**

- None

**Adjournment**

**MOTION** by Johnson to adjourn at 8:54 a.m., seconded by Dierberger. **Motion carried unanimously.**

ATTEST:

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Jennifer Nash, City Administrator