

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
SEPTEMBER 14, 2017 - OFFICIAL MINUTES**

Call to Order

Chair Bartels called the regular EDA meeting of September 14, 2017 to order at 8:00 a.m. Present were Todd Bartels, Randy Whitcomb, Keith Ulstad, Jessica Johnson, Brian Dismang, Ken Warpula and MaryAnn Hallstein. Also present was City Administrator Brian Hagen.

Approval of Agenda

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

Approval of Minutes from August 10, 2017 Regular Meeting

MOTION by Warpula to approve minutes as amended, seconded by Dismang. **Motion carried unanimously.**

Approval of Accounts Payable and Financial Reports

Johnson stated all loans were current. The purchase of the property located at 11234 River Rd was taken from the EDA fund. Additionally, Johnson noted that RJM Storage had completed their loan repayment requirements.

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

Citizen's Forum

Unfinished Business

Downtown Redevelopment & Parking

Discussion revolved around best way to obtain the long term plan of district parking on the newly acquired property. Ideally there would be support of neighboring businesses, however, the EDA's purpose of the property purchase was to provide public parking amenities. Ulstad suggested reaching out to Waconia, Loretto, and Buffalo to inquire on how their public parking areas are managed.

Industrial Park Growth

No discussion held.

New Business

Lease Management Company

The board discussed plans of the newly acquired property. Consensus was to rent on a month to month basis for \$800/month rent amount. The rent would also be subject to background check, responsible for all utilities, and maintenance of the lawn and snow removal. If renter desired to have a pet, an additional \$200 deposit would be required.

Hagen inquired about hiring a lease management company. He suggested this option since staff has not acted as a landlord in the past, therefore staff is not best fit to conduct requirements of being a landlord. The board was not in favor of hiring a lease management company at this time. The consensus was to have staff act as the landlord, however, if problems arise, the board would consider hiring a management company at a future date.

Reports

Hagen

- Informed the board that Dan Cummings has received a permit to connect his property to City services.
- Noted an upcoming public hearing for 11238 River Rd NE for the purpose of a CUP application to conduct light manufacturing as a welding business.
- Informed the board that the Hilltop Bar has closed. At this time the City has not had contact with the owners regarding the matter.

Adjournment

MOTION by Warpula to adjourn at 8:55 a.m., seconded by Whitcomb. **Motion carried unanimously.**

ATTEST:

Brian Hagen, City Administrator