

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
NOVEMBER 21, 2019 – OFFICIAL MINUTES**

Call to Order

Chair Bartels called the regular EDA meeting of November 21, 2019 to order at 8:00 a.m. Present were Members Todd Bartels, Brian Dismang, Jessica Johnson, Tony Ross, MaryAnn Hallstein and Ken Warpula. Also present was City Administrator Brian Hagen. Guests present included Kelly Baltzell and Elyse Phillips of Positive Based Marketing and Duane Northagen of WCEDP. Member Ted Zrust was absent.

Approval of Agenda

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

Approval of Minutes from July 18, 2019 Regular Meeting

MOTION by Dismang to approve minutes as presented, seconded by Hallstein. **Motion carried unanimously.**

Approval of Accounts Payable and Financial Reports

Johnson noted all loans were current.

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

Citizen's Forum

Northagen informed the group of two upcoming events hosted by the WCEDP. First is the annual Holiday Social on December 5th location is at the St. Michael theatre. Second is the annual board meeting on January 31st. A national speaker will be present this year to add to the event. Location will be at the St. Michael Community Center.

Unfinished Business

Google Search Seminar: Co-Hosted with Positive Based Marketing

Baltzell updated the group on the event planning. The date has been picked, and the topic will focus on how and why a business can use and maximize google searches. Hagen requested the EDA provide a light breakfast for the event.

MOTION by Bartels to provide a light breakfast, seconded by Hallstein. **Motion carried unanimously.**

New Business

EDA Future Project Priorities

Discussion was held on how to focus the groups efforts and resources in the future. The group felt a review of the City's goal setting session would be beneficial. They also felt conducting business retention and expansion visits would be worth the efforts. The group wants to continue to recognize existing businesses and ensure they are aware of the EDA and what can be offered.

2020 Final Budget – Draft 1

MOTION by Hallstein to approve the 2020 Budget and Levy, seconded by Warpula. **Motion carried unanimously.**

Reports

Johnson inquired as to whether the group should approve a dollar amount towards the business social appreciation tokens. The group agreed in order to take advantage of any sales that might come up. **MOTION** by Johnson to approve up to \$1,500, seconded by Bartels. **Motion carried unanimously.**

Adjournment

MOTION by Hallstein to adjourn at 10:05 a.m., seconded by Tony. **Motion carried unanimously.**

ATTEST:

Brian Hagen, City Administrator