

REGULAR MEETING OF THE CALEDONIA
ECONOMIC DEVELOPMENT AUTHORITY
CALEDONIA, MINNESOTA
Tuesday, July 12, 2011

CALL TO ORDER: Following due call and notice thereof, Member Murphy called the meeting to order at 1:07 p.m. in the Council Room, City Hall, directly following a tour at Miken Sports.

ROLL CALL: Members present: Kathy Nelson, Randi Vick, Tom Murphy, Harley Meiners, Mike Werner, and Jon Hagerott. Members absent: Craig Schroeder. Consultants and City Staff present: EDA Director Andrew Barbes, City Accountant Stephanie Mann, and City Clerk/Administrator Jennifer Feely. Visitors present: Ron Ziegler with CEDA.

MINUTES OF PAST MEETINGS: Following brief review, a motion was made by Member Nelson, seconded by Member Meiners, to approve the minutes of the May 10, 2011 meeting, as presented. All members present voted in favor and the motion was declared carried.

EDA FINANCIAL UPDATE: Andrew Barbes, EDA Director, reported \$209,329.41 in the Checking Account, \$6,376.12 in the Small Cities Development Commercial Program, and \$202,953.29 in the DEED and Intermediary Relending Program. Outstanding loan balances currently total \$221,985.34. Following review of the above balances, a motion was made by Member Meiners, seconded by Member Murphy, to approve the financial report. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS. None.

GENERAL EDA: BUSINESS PROJECTS/UPDATES.

A. QUILT SHOP. EDA Director Barbes shared that he contacted various individuals regarding opening a quilt shop in Caledonia. Barbes noted that the cost to start up such a shop is approximately \$100,000.00. Discussion ensued. Barbes will continue exploring ways in which a quilt shop could be opened in Caledonia.

B. SCHOOL FACILITY. EDA Director Barbes reported that he has been working on contacting the local realtors and putting together a flyer to promote space available at the Elementary School. Discussion ensued. Barbes will continue working on promoting space available.

C. EDA BY-LAWS. Barbes reported that there is nothing in the by-laws about charging an administrative fee for non-sufficient funds notices. City Clerk/Administrator Feely distributed a proposed EDA Loan Delinquency Policy. Discussion ensued. A motion was made by Nelson,

seconded by Werner, to recommend to the City Council that the EDA Loan Delinquency Policy be adopted. All members present voted in favor and the motion was declared carried.

D. BUSINESS EXPANSIONS. EDA Director Barbes reported that he and City Clerk/Administrator Feely have been working with Houston County EDA Director Jordan Wilms on a tax abatement application. Discussion ensued.

E. PROJECT/ACTIVITIES LIST. EDA Director Barbes distributed a project/activities list. Discussion ensued.

F. REVISIT CONTRACT WITH CEDA. Member Werner questioned whether the City is duplicating EDA services and suggested that perhaps there are ways in which the City and County EDA can work together. Discussion ensued. The consensus is to continue discussing the topic at the upcoming meeting. In the meantime, a sub-committee will meet to devise a plan for EDA moving forward. A motion was made by Member Meiners to table taking any official action until the upcoming meeting.

ADJOURNMENT: A motion to adjourn at 2:20 p.m. was made by Member Murphy, seconded by Member Vick. All members present voted in favor and the motion was declared carried. The next regular meeting of the EDA is scheduled for 1:00 p.m. on Tuesday, August 16, 2011 in the Council Chambers located at City Hall.

Craig Schroeder, President

Jennifer Feely, City Clerk/Administrator