

**Minutes of the Regular Meeting
Wednesday, August 3 • 2016**

PINE ISLAND ECONOMIC DEVELOPMENT AUTHORITY
EDA Office • 106 2nd St SW • Pine Island, MN • 5:00 pm



1. Call to Order: Rod Steele called the meeting to order at 5:00 p.m.

Members Present: Mike Kaye, Rick Keane, Rod Steele, Jason Andrist and Joel Knox

Others Present: EDA Director Nate Carlson

Members Absent: Lennie Broich and Troy Kuball

2. Approval of Minutes:

**** Motion** to approve the regular meeting minutes of July 3, 2016 made by Keane; second Knox.

Passed 4-0-0

3. Financial Report:

**** Motion** to accept the Financial Reports for July 31, 2016 made by Knox; second Kaye.

Passed 4-0-0

EDA Director Carlson updated the Board on the new Checking account that has a balance of \$7,080.91 as of 7/31/16.

4. Revolving Loan Report:

EDA Director Carlson updated the Board that all loans are paid up to date except for 2 loans that need further investigation. Director Carlson will give an update at the September EDA Regular meeting.

**** Motion** to accept the Loan Report dated July 31, 2016 made by Kaye; second Knox.

Passed 5-0-0

***Jason Andrist arrived to the meeting.**

5. Journey To Growth Dues

Director Carlson informed the Board that the EDA has an invoice to Journey To Growth in the sum of \$2,100. Director Carlson recommended to the Board the approval of the financial support. However, the Board should remain cautious of the effectiveness of the initiative.

**** Motion** to approve the recommendation from the EDA Director regarding supporting the Journey To Growth initiative for the next calendar year 2016-2017 made by Keane; second Kaye. Passed 4-1-0
Councilmember Knox in dissent.

6. EDA Proposed Budget 2017

Director Carlson informed the Board that the EDA Budget Committee convened on July 27th at 4 pm to discuss the proposed EDA budget for 2017 proposed by the Director. The following is the recommendation to proceed:

- **The EDA Budget Committee recommends that the EDA Board approve the preliminary budget for FY 2017 as presented by EDA Director Carlson.**

**** Motion** to approve the recommendation from the Budget Committee regarding the preliminary EDA budget for FY 2017 made by Keane; second Knox. Passed 5-0-0

***Mike Kaye left the meeting.**

7. Director's Report:

EDA Director Carlson briefly discussed the highlights of Pine Island business and economic development activities and answered the Board's questions.

- Additional handouts in the Board's packet:
 - July EDA Activity
 - 7/19/16 EDA Council Report

8. Old Business

- **Downtown Residential Development (DRD) Project** - RFPs will be drafted and advertised by September 1, 2016 for renewed interest in the project.
- **Proposed Residential Research Project** – No update at this time.
- **Oronoco/Pine Island Joint Wastewater Task Force** - No update at this time.
- **A&W Reuse** - No update at this time.
- **Business Visit updates** - Director Carlson has made 20 business visits within the past month.
- **Wobig Loan Closing** - The closing on the \$30,000 Wobig loan went seamlessly. The EDA can tout the success of bringing 12 new Full-Time jobs to Pine Island.
- **Mecikalski Loan Update** - All issues have been resolved. Mr. Mecikalski has until December 1, 2016 to bring business within City limits.

9. New Business

- **Conference for October** - Director Carlson requested funds from the EDA for a Business recruitment conference in October totaling \$1,245.
**** Motion** to approve the funds request by Director Carlson made by Knox; second Andrist. Passed 4-0-0
- **Home Show** - Director Carlson introduced the idea of the EDA participating in the Rochester Home Show for 2017. Discussion was held on the effectiveness of the Home Show and the EDA's place within that event.
**** Motion** to partake in the Home Show made by Keane; second Knox. Passed 4-0-0

10. Meeting Adjourned – 6:00 p.m.

Respectfully submitted: Nate Carlson, EDA Executive Director