**ECONOMIC DEVELOPMENT AUTHORITY MEETING**

**MUNICIPAL COUNCIL CHAMBERS**

**21 5TH STREET E, MANTORVILLE, MN 55955**

**ANNUAL MEETING**

**TUESDAY, APRIL 2, 2024**

**6:30 PM**

1. **Call to Order**  ▢ Hindal ▢Mayor Bradford ▢Hemker

▢Stafford ▢Soland ▢Ingalls

1. **Approval of Meeting Minutes**
2. February 6, 2024 Minutes
3. **Financial Report**
4. February & March 2024 (These will be available the day of the meeting)
5. Funding Requests
6. **Annual Business**
7. EDA Terms
8. Appointment of officers 2024-25
9. Update contact information if necessary
10. **New Business/Old Business**
	1. Hwy 57 Marketing Plan Update
	2. Grant Update
	3. CEDA Updates
11. **Adjourn**

**Next meeting is scheduled for Tuesday, May 7, 2024 at 6:30 p.m.**

Posted March 28, 2024

**Mantorville EDA Meeting**

**April 2, 2024**

**Agenda Memo**

**Financials**

* Current EDA Financials will be available the day of the meeting.

**Annual Business**

* April is the Annual Meeting in which the Commissioners terms are evaluated and if they are up for renewal of their term, they must be nominated; Officers are to be elected for the year**.**
* Soland and Stafford are at the end of their term as of March 2024. They are each up for a six year term if they are so inclined to be nominated to continue to serve on the EDA Board.
* Current positions are held as:
	+ Hindal–Board Chair/President
	+ Bradford–Board Vice President
	+ Stafford–Treasurer (This was appointed as an interim role in 2023 to be reevaluated at the end of December 2023.)
	+ Hemker–Secretary
* There is a list of 2023 terms and positions held included in the packet as well as a current contact list of info. Please review and make note of any modifications that need to be made to the contact list if any of the committee members' info has changed.

**New Business/Old Business**

* **Hwy 57 Construction Marketing Campaign**
	+ Postcard is ready to be sent out late April-early May to 10,000 people in surrounding communities with offers in Mantorville.
	+ Information packet for businesses is almost ready to distribute to businesses to assist them with preparing their business, their vendors and employees with the upcoming construction project
* **Grant Updates**
	+ SEMAC grant was submitted for the Larger Than Life Exhibit requesting $5000.
	+ Blandin Small Communities & Rural Placemaking Grants are available for $25,000 to $150,000. An LOI has been submitted; no match is required, the plan is to elevate the amenities for Riverside park which will include the outdoor pavilion and also the basketball/pickleball court and hockey area.
* **CEDA Updates**
	+ CEDAs Annual Meeting will be held in Blue Earth on May 15th if anyone is interested in attending, an email will be sent out with the registration link. It is free to attend and a great networking opportunity.
	+ Will Giesen will be taking over the CEDA contract permanently beginning in May. Qualey will continue to serve the Dodge County contract in Mantorville and will offer support if/when Will needs background on a project.

**MINUTES OF THE**

**MANTORVILLE ECONOMIC DEVELOPMENT AUTHORITY (EDA)**

**Regular Meeting**

**February 6, 2024**

**6:30 P.M.**

**I. Call To Order –** Roll Call – The meeting was called to order by Hindal at 6:30 PM. Other Board members present: Ingalls, Stafford, Bradford and Soland, CEDA Representative Laura Qualey and Will Giesen; guest Bridget Ingalls.

**II. Approval of Agenda/Meeting Minutes**

The following items were included on the agenda: Special Meeting Minutes of January 9, 2024. Motion by Bradford; second by Hindal to approve meeting minutes. Unanimously approved.

**III. Financial Report**

1. January Financial report was reviewed. No questions.
2. Funding request from the Welcome Center for $500. Chamber of Commerce submitted an invoice to be reimbursed for ads from 2023 Fall Festival and Olde Fashioned Xmas ($500 each); Qualey will get them a form to complete and submit for reimbursement for $1000. Qualey also requested the EDA support marketing efforts for the upcoming Hwy 57 Road Construction project this summer. The request was for up to $1500; Hindal made the motion to approve the funding request; Stafford seconded the motion; Unanimously approved.

**VI. Old Business/New Business**

1. Brewery update–Hindal and Qualey met with the potential brewery owner. It is in its infancy stage at this point. No timeline in place.

 b. Hwy 57 Marketing Committee has a direct mail postcard planned to mail out to surrounding towns to drive people to the area during construction time with offers at participating businesses.

c. Dodge County Housing Trust – There are funds available at the County to assist in any housing projects to create affordable housing in the area. Qualey encouraged the board to think of ideas as to how properties or areas for housing could be created in Mantorville.

d. Grant Update–SEMAC Grant Hindal and Qualey will be working on completing the application to have it submitted by March 1st. The Grant request is for $5,000.00 and requires no match from the City. If awarded the funds will be used for the Larger Than-Life Art Exhibit for 2024.

Compeer Financial awarded the City $5000 for the Flood Feasibility study for the outdoor pavilion at Riverside Park to continue vetting the project idea.

Qualey also submitted the pavilion project for the U of M’s Empowering Small MN Communities program. They are offering technical support and professional services for projects that fit their qualifications.

**2023 EDA Terms and Appointments**

(Terms are for 6 years)

**Members Term Expires**

Brian Hindal April 2027

Lindsey Hemker April 2029

Bob Soland April 2024

Troy Stafford April 2024

Chuck Bradford Council Rep

Jeff Ingalls Council Rep

Open Seat

**Offices and Duties (through March 2024):**

Chair: Brian Hindal

Vice Chair: Chuck Bradford

Secretary: Lindsey Hemker, CEDA Representative

Treasurer: Troy Stafford (Interim to be re-evaluated end of December 2023)

Check Signing Authority: Brian Hindal and Bob Soland

**2023 Committees**

Branding (Bradford, Hindal)

Tourism (Soland, Hemker)

Stagecoach Days (Soland, Hindal)

| **Commissioner**  | **Email/Home Address** | **Home** **phone** | **Work phone**  | **Mobile phone** |
| --- | --- | --- | --- | --- |
| Brian Hindal  | 23425 605th Street brian@svalleyphoto.com |  | 507-284-8507  | 507 421 3038 |
| Troy Stafford  | 60960 251st Avenue Troystafford63@yahoo.com |  |  | 507 259 3047 |
| Lindsey Hemker  | 103 6th Avenue NE Kasson, MN 55944lindseyraehemker@gmail.com |  | 507-332-4397  | 507 272 6908 |
| Bob Soland  | 23460 616th Street bobsoland15@gmail.com |  | 507-635-5626  | 507 421 3393 |
| Chuck Bradford  | 420 Bergman Drive chuckb@bradfordesign.com |  |  | 507 381 7774 |
| Jeff Ingalls  | jeffrey@mantorville.com  |  |  | 507 202 1182 |