

Medford Economic Development Authority
Wednesday January 13, 2016
5:00 PM

Members Present: Clayton Just, Bryan Duncan, Linda Dusek, Gerri Wencil, Tom Heisler, Sharon Paulson

Non Members Present: Andy Welti, Annette Frank

Meeting was called to order by Duncan at 5:00

Dusek made a motion to accept the agenda as presented. Seconded by Just. Motion passed

Motion was made to approve the November Minutes by Wencil. Seconded by Just. Motion passed.

Approval of the EDA Financial report by Dusek seconded by Just. Motion passed.

We welcomed new member Tom Heisler to EDA.

Election of Officers:

Just nominated Bryan Duncan for President. Wencil seconded. Motion carried

Vice President: Just nominated Heisler. Dusek seconded. Motion carried.

Secretary: Just nominated Dusek. Wencil seconded. Motion carried.

Treasurer: Just nominated Wencil. Motion carried.

Internet marketing training offered by Annette Frank

Annette is a specialist with Hibu. She spoke in depth about getting on Google and the benefits of internet/webpage. Just made a motion that the EDA will sponsor a free training event at a later time with location to be determine to educate local businesses on Hibu and Google advantages. Wencil seconded. Motion passed.

Vision update/SMIF community growth initiative.

To be able to accomplish this initiative the EDA would need at least 10 volunteers. The consensus is to put this in the spring newsletter to see if there is interest. If there is we will go with it, if no interest then we will wait.

Steele County EDA proposal.

Any questions or concerns should be directed to Andy as he is our representative to the County EDA exploratory committee.

Economic Development update

Next Meeting March 9th

Dusek made motion to adjourn. Wencil seconded. Meeting was adjourned by Duncan at 5:56 pm.

Medford Economic Development Authority
Wednesday March 9th 2016
5:00 PM

Members Present: Tom Heisler, Gerri Wencil, Bryan Duncan, Mayor Nelson, Linda Dusek, Clayton Just, Sharon Paulson

Non Members Present: Andy Welti, Tim Penny

Meeting was called to order by Duncan at 5:01

Dusek made a motion to accept the agenda as presented. Seconded by Nelson. Motion passed.

Motion was made to approve the January Minutes by Heisler Seconded by Wencil. Motion passed.

Approval of the EDA Financial report by Nelson seconded by Dusek. Motion passed.

Overview of SMIF and the Community Growth Initiative presented by Tim Penny

The Initiative has been around for 30 years and serves 20 counties. Tim Penny is the President and has been for 8 years. The Initiative helps smaller towns create a community fund. So far they have assisted 24 communities establish community funds. About 40% of their budget goes to assist early childhood. They have 20 Americorps slots to assist in early childhood education which tends to be teacher aids. The Initiative also organizes book distributions. About 3 million dollars a year goes towards economic development. They offer grants and assist businesses. They have an equity fund. They have a revolving loan program as well. It's capped at \$250,000. Small enterprise loan program from \$5,000-35,000.

Community growth initiative for economic benefits. Starts with a leadership team. They establish a goal for the community. The Southern MN Initiative Foundation then will assist up to \$20,000. Takes about 6 months to go through the process.

Update on Internet Marketing seminar that was offered by Annette Frank

Five participants showed up for the internet training – establishing a business presence on Google.

Update on Steele County EDA proposal

A final draft will soon be presented to the county board. If the county board moves forward, then all communities will need to pass resolutions. Every community will have a representative. The draft suggests that a county EDA would focus upon workforce, housing and business retention/new businesses.

Economic Development and Business Updates

Several potential business prospects contacted the City in recent months to ask about housing and business.

Casey's expects to open in April. There is no new news on the potential Main Street restaurant.

Next Meeting Date: May 11th at 5:00

Next Networking Event Thursday March 31st at Medford Bus Company

Dusek made motion to adjourn. Seconded by Paulson Meeting was adjourned by at 5:38pm.

Medford Economic Development Authority
Wednesday May 11, 2016
5:00 PM

Members Present: Linda Dusek, Jerrie Wencil, Tom Heisler, Clayton Just, Bryan Duncan,

Non Members Present: Andy Welti, Laura Elvebak

Meeting was called to order by Duncan at 5:01

Dusek made a motion to accept the agenda as presented. Seconded by Wencil. Motion passed.

Motion was made to approve the January Minutes by Heisler Seconded by Just. Motion passed.

Approval of the EDA Financial report by Dusek seconded by Just. Motion passed.

Steele County EDA Resolution

Four reasons as to why to form the county EDA.

- Focus on work force development
- Housing
- Business retention
- Business recruitment

Quarterly meetings will be held. County will be a facilitator towards each of the communities. Example of a county EDA providing assistance is the upcoming housing study. Once a town or township elects for the resolution and if the county EDA goes forth then one representative from each community will be involved in the quarterly meetings.

They will have a \$10,000 in the funding to start with.

Motion was made to recommend to Council to support the resolution to participate in the Steele County EDA by Just. Seconded by Heisler. Motion carried

Steele County Housing Study

Blooming Prairie, Ellendale, Owatonna, and Medford will be coming together for the housing study. With the communities coming together this will reduce the cost factor. Some items we will learn is how our county is growing and changing, what housing needs will need to be addressed in the next 5, 10, 15 years, what resources are available, the types of housing, is there land supply. This study will also assist in the builders. We will receive a region report and not the whole county report.

Our cost portion is \$3,000 originally we planned for \$5,000. This funding would come out of EDA. Heisler recommended to Council to go forth with the housing study for \$3,000. Wencil seconded. Motion carried.

Medford Beautification Project

Last year we stated we would give up to \$1,000 if donations didn't come through. We did not have to fund anything last year as enough donations came in. Heisler made a motion that EDA will not fund the beautification project this year. Just seconded. Motion carried.

A recommendation to the beautification committee would be to ask businesses to sponsor a pot. The sponsorship could include monetary donation for plants, or purchase the plants themselves. Also be responsible for possible watering of plants when needed.

Economic Development and Business Updates

There was a builder that expressed some interest in building homes. Andy and the Mayor met with them. TIF was brought up. This was just a discussion meeting.

Municipal Complex meeting was held last night. We will be hearing more about this in the future.

Next meeting date is July 13th. Next EDA Networking event is Thursday May 26th at TES.

Dusek made the motion to adjourn. Seconded by Just. Motion carried. Meeting was adjourned at 5:51

Medford Economic Development Authority
Wednesday July 13, 2016
5:00 PM

Members Present: Linda Dusek, Clayton Just, Sharon Paulson, Jerrie Wencil

Non Members Present: Andy Welti

Meeting was called to order by Wencil at 5:00

Paulson made a motion to accept the agenda as presented. Seconded by Dusek.
Motion passed.

Motion was made to approve the May Minutes by Just Seconded by Paulson.
Motion passed.

Approval of the EDA Financial report by Just seconded by Dusek. Motion passed.

2017 Memorandum EDA Budget/Levy proposal

Dusek recommended to council to approve the 2017 preliminary budget and levy for the EDA. Just seconded. Motion carried.

Development and Business Updates

Housing study is expected towards the end of the year.

Some inquires have come in for businesses.

Two twin homes and one single home being built.

Some people have come forward for volunteering.

Future networking July 28th from 5:30-6:30 at Straight River Enterprises

Next meeting September 14th 2016

Motion made to adjourn by Dusek seconded by Paulson. Motion carried meeting adjourned at 5:17

Medford Economic Development Authority
Wednesday September 14, 2016
5:00 PM

Members Present: Linda Dusek, Bryan Duncan, Tom Heisler, Jerrie Wencil, Sharon Paulson

Non Members Present: Andy Welti, Bill Owens

Meeting was called to order by Duncan at 5:00

Dusek made a motion to accept the agenda as presented. Seconded by Heisler. Motion passed.

Motion was made to approve the July Minutes by Heisler. Seconded by Wencil. Motion passed.

Approval of the EDA Financial report by Dusek seconded by Wencil. Motion passed.

Bill Owens Executive Director from Owatonna Area Business Development Center spoke about what they offer and what they assist with. They work with EDA to assist with the loans that are available. They work with SCORE. They help out with SBA loans as well. They have over 22,000 square feet available. They accommodate businesses not just startups. There are numerous businesses that are utilizing them for storage. The minimum is renting 800 square feet.

Andy provided board members an overview of the City Municipal Building referendum.

Economic Development and Business Updates

There is an individual that lives just outside of Medford that could be developing 6 lots.

The housing study will be complete by the end of the year.

The Mayor and Andy met with new owners of the Outlet Center. Lots of changes that are going on there. The new name will be released soon as Ultra Outlets of Medford.

Future networking September 29th 5:30-6:30 Ultra Outlet of Medford. November 17th is hosted by the Medford Muni.

Next meeting November 9th 2016

Motion made to adjourn by Dusek seconded by Paulson. Motion carried meeting adjourned at 5:51pm.

Medford Economic Development Authority
Wednesday November 9, 2016
5:00 PM

Members Present: Linda Dusek, Tom Heisler, Mayor Lois Nelson, Sharon Paulson, Brian Duncan, Clayton Just

Non Members Present: Andy Welti

Meeting was called to order by Duncan at 5:07

Dusek made a motion to accept the agenda as presented. Seconded by Paulson . Motion passed.

Motion was made to approve the September Minutes by Heisler. Seconded by Paulson . Motion passed.

Approval of the EDA Financial report by Nelson seconded by Dusek. Motion passed.

Economic Development and Business Updates

Mayor Nelson would like before next meeting to review the comp plan that was provided to members. At the next meeting in January this will be discussed.

Stipend forms will need to be turned in by December 1st.

Duncan would like input on what direction the EDA board would like to go. Some ideas were brought up. Everyone is to think about what their ideal EDA board is to do and bring to the next meeting.

Andy will contact CEDA to see if they can come to January or March meeting to talk more about opportunities.

Mechanic shop to move into town by December 1st.

Future networking November 17th at 5:30-6:30 hosted by the Medford Muni.

Next meeting is January 11th at 5:00

Motion made to adjourn by Dusek seconded by Paulson . Motion carried meeting adjourned at 5:47.

