

Meeting Minutes of the Richmond Economic Development Authority Tuesday February 15, 2022

Item #1: Call to Order/Pledge of Allegiance

EDA President Mathiasen called the meeting of the Richmond EA to order at 6:30 p.m. EDA Commissioner noted as being present: Mike Mathiasen, Dale Maus, Emily Monnens, and Kate Lemke

EDA Commissioner noted as being absent: Terry Meemken

Also present were: Tesa Tomaschett, City Administrator; James and Wendy Gilk, Gilk's Plumbing

Item #2: Approval of Agenda/Additions

EDA President Mathiasen asked if there were any additions or corrections to the agenda. Item f) MN Investment Fund & Job Creation Fund Fact sheets was added under item #7 and Item #8 a. Next meeting by-laws update was also added.

Motion made by Monnens to approve the Agenda, seconded by Lemke. Motion passed.

Item #3: Approval of Meeting Minutes January 18th, 2022

Error in Item #2 in the motion. Motion was seconded by Lemke but should have been Maus since Lemke was absent. Error in Item #6 3rd and 4th paragraph, Ryan will rephrase as to how she understood the discussion.

Item is tabled at this time and will be reviewed at next meeting.

Item #4: Election of Officers

a. Consideration of EDA Resolution 2022-001

Nominations for President: Monnens nominated Lemke, Lemke nominated Monnens, Maus nominated President Mathiasen, and President Mathiasen nominated Monnens.

Motion made by Maus to approve Emily Monnens as EDA President for 2022, seconded by Mathiasen. Motion passed.

Nominations for Vice President: Lemke nominated President Mathiasen, Maus nominated Lemke, Monnens nominated Lemke and President Mathiasen nominated Lemke.

Motion made by Maus to approve Kate Lemke as EDA Vice President for 2022, seconded by Monnens. Motion passed.

Item #5: Financial Report- January, 2022

All seems fine at this time.

Item #6: Commercial Enhancement – Gilk Plumbing

Motion made by Lemke to approve that the EDA agrees to reserve the enhancement funds for the Main Street Gilk project if they decide to move forward, seconded by Maus. Motion passed.

Item #7: Ryan Development Consulting Items

- a) 2022 Annual Work Plan – Through EDA discussion, the following changes will be made to the 2022 work plan: *Goal 1 will shift down to be Goal 4, the point person will be Emily and Kate. *Goal 2 will shift down to Goal 5, the point person will be Mike and Terry. Goal 2 action plan 2a. change the word “develop” to the word “maintain” and take out action plan 3. *Goal 3 will move up to be Goal 1 and the point person will be Dale and Terry. *Goal 4 will stay as is and the point person will be Emily and Kate, under the action plan, 2 should move to Goal 1. *Goal 5 will change to Goal 6. *Goal 6 will change to Goal 7. *Goal 7 will change to Goal 5.

- b) 2022 Branding Committee Appointments – Kate Lemke, Emily Monnens, Tyna Meemken, Holly Roush, and Sue Spanier will be the new 2022 Branding Committee. Every new year a new resolution should be approved. Inventure donated \$1000.00 for the new brand/website.

Motion made by Lemke to approve the 2022 Branding Committee of the above 5 names, seconded by Maus. Motion passed.

- c) Annual Meeting – Would be a great opportunity to reveal the new brand. Emily designed a sample brochure of what an annual meeting could look like with a possible budget of \$2000.00. Possibly to be held at the Richmond Coliseum.

Motion made by Mathiasen to approve that the EDA pay half of the cost for the annual meeting but not exceed \$1000.00, seconded by Lemke. Motion passed.

- d) Main Street Revitalization Program - Letter of Support
The State of MN has 80 million dollars to promote development. Application has to be submitted by February 28, 2022, asking for 1/3 of eligible project cost for a particular area.

Motion made by Maus to approve to submit a letter of support, seconded by Monnens. Motion passed.

- e) Summary of EDA Organization & Policies
Future put in a three-ring binder of summary and policies for EDA council members.
Tabling for now.
- f) MN Investment Fund & Job Creation Fund Fact sheets

Renegade is expanding and is interested in applying for both funds. Both applications will need a sponsoring resolution

Motion made by Maus to approve to move forward to receive councils support to sponsor, seconded by Monnens. Motion passed. (Kate Lemke Abstained)

Item #8: Other Matters of Concern and Related Matters

- a. Next meeting by-laws update
- b. Main Street parking

Item #9: Next Meeting Date: March 15, 2022, 6:30 p.m.

Item #10: Adjournment

EDA President Mathiasen asked if there were any additional issues to be discussed. Hearing no further comments, he declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Tesa Tomaschett
City Administrator