

MINUTES OF THE ORONOCO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MONTHLY MEETING

Tuesday, January 23rd, 2024

Approved Meeting Minutes

Pursuant to do call and notice thereof, a regular meeting of the Oronoco EDA was held at City Hall this 23rd Day of January, 2024 at 6:30 p.m.

The following Commissioners were present: Mayor Ryland Eichhorst, Jeff Schuppe, Jamie Rothe and Paul Pendergrass

Also Present: EDA Coordinator Rebecca Charles and guest Chris Giesen, VP at CEDA

Absent: Adam Beadling and Jan Thronson

- I. **CALL TO ORDER & ROLL CALL:** Meeting CALLED TO ORDER at 6:36 p.m. by Mayor Ryland Eichhorst.
- II. **APPROVAL OF JANUARY MEETING AGENDA:** Following a review of the agenda, Mayor Eichhorst requested the addition of items C and D to new business. A “MOTION TO APPROVE THE AGENDA” was made by R. Eichhorst. Motion was seconded by J. Rothe with all present members voting “AYE”.
Motion Passed: 4-0
- III. **APPROVAL OF NOVEMBER 28th EDA MEETING MINUTES:** Following a review of minutes from the last regular meeting, a “MOTION TO APPROVE NOVEMBER 2024 MEETING MINUTES” was made by R. Eichhorst. Motion was seconded by J. Schuppe, with all present members voting “AYE”.
Motion Passed 4-0
- IV. **GUESTS & PUBLIC INPUT:** Guest Chris Giesen, VP of CEDA was in attendance today to provide some formal training to our board members as to how an EDA function, its powers and some examples of ways the EDA can leverage its abilities to assist the community with its development. Great discussion took place during this time and a lot of questions were answered.
- V. **NEW BUSINESS**
 - A. **Community Engagement Planning:** R. Charles provided a review of the planning process that has taken place for the project. Surveys were mailed out last week, and more than 20 have already been mailed back or submitted online with the use of our QR code. The QR code is not only in the survey letters, but is also used on the event posters and advertisement. Posters will be put up closer to the time of the event and the Zumbrota newspaper has our advertisement scheduled for the paper and the Shopper on January 24th and 31st, and February 7th, 14th and 21st. J. Rothe asked about the event and how it would run. R. Charles gave a brief overview, comparing the process to an interactive SWOT analysis.

B. EDA Bylaws Review and Approval: R. Charles provided a very brief overview of the draft bylaws and assured the commissioners that they have already been reviewed by the city attorney. P. Pendergrass requested to see the establishing resolution. After searching online for resolution 2020-05, R. Charles found that none of the 2023 resolutions have made it onto the website yet. She will reach out to the city clerk and forward a copy of the establishing resolution and bylaws with updates from tonight's meeting. Due to the community engagement meeting begin held during the February 27th board meeting, the board will do a final review of the document at the March 26th EDA meeting.

VI. OLD BUSINESS

- A. EDA Vacancies Update: The city will be placing an advertisement for this position in the coming month. The board hopes to be able to swear in a new member in March or April.
- B. Contact Info Update: R. Charles double checked commissioner contact information to ensure everyone is getting their communications moving forward.

VII. EDA COORDINATOR UPDATES: The November and December reports were included in the board packets. Nothing additional to note at this time.

VIII. WALK ON ITEMS: None

IX. ADJOURN: A "MOTION TO ADJOURN" was made by R. Eichhorst. Motion was second by J. Rothe with all present members voting "AYE".

Motion Passed 4-0

Meeting was adjourned at 8:37 pm.

Next meeting will be held on Tuesday, February 27th, 2024 at 6:30 PM.

Meeting Notes Submitted by:



EDA Coordinator, Rebecca Charles