

MINUTES OF THE ORONOCO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MONTHLY MEETING

Tuesday, April 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 April, 2024 at 6:30 p.m.

The following Commissioners were present: Mayor Ryland Eichhorst, Jeff Schuppe, Paul Pendergrass, Adam Beadling, Kathy Gabel and Jan Thronson.

Also Present: City Administrator, Jason Baker, EDA Coordinator, Rebecca Charles.

Absent: Jamie Rothe

- I. CALL TO ORDER & ROLL CALL:** Meeting CALLED TO ORDER at 6:30 p.m. by Mayor Ryland Eichhorst.
- II. APPROVAL OF MARCH MEETING AGENDA:** Following a review of the agenda, Mayor Eichhorst requested the addition of item F to New Business to discuss City Branding. R. Eichhorst then made a “MOTION TO APPROVE THE AGENDA AS AMENDED” was made by Mayor Eichhorst. Motion was seconded by P. Pendergrass with all present members voting “AYE”.
Motion Passed: 6-0
- III. APPROVAL OF March 26, 2024 EDA MEETING MINUTES:** Following a review of minutes from the last regular meeting, a “MOTION TO APPROVE THE March 26, 2024 MEETING MINUTES” was made by J. Thronson. Motion was seconded by P. Pendergrass, with all present members voting “AYE”.
Motion Passed 6-0
- IV. GUESTS & PUBLIC INPUT:** At this time introductions were made between the EDA and New City Administrator, Jason Baker.
- V. NEW BUSINESS**
 - A. EDA Vacancies:** R. Charles noted that City Council did approve the EDA’s recommendation to appoint Kathy Gabel to the EDA. The board now has all of its seats filled.
 - B. Community Engagement:** Board members were provided with a packet of charts and data that have been assembled from the results of the community engagement process. Board members took some time to review the data/charts and discuss any questions or comments. R. Charles stated she aims to provide the first full draft of the report with June Packets.
 - C. EDA Bylaws:** R. Charles updated the board that the City Council approved the EDA’s bylaws at their April 16th Meeting.

- D. Cedar Woodland Development:** R. Charles and R. Eichhorst provided an update from a meeting with Ari Kolas, formerly of Hamilton Real Estate to discuss their proposed development design and building concepts. R. Eichhorst was able to walk the other board members through the layout using one of the maps on the wall. More information will come in future as the project progresses.
- E. EDA Page of City Website:** R. Charles updated the board on plans for updating the existing page from its current status of under construction to include the EDA's by-laws, board member names, and her own contact information. This page will also be used for program information and board notices as time goes on.
- F. Branding:** Mayor Eichhorst commented that he would like the EDA to help the city work towards a branding process. This would include elements like a logo, and community marketing material. R. Charles will put together plan for obtaining a Branding Company and draft an RFP for Council to review. This plan should also include funding opportunities.

VI. OLD BUSINESS

- A. City Email Addresses:** R. Charles updated K. Gabel that her city email address has been requested, but is not yet active. She hopes to have her all set up by the next meeting. R. Charles also provided instructions for logging in each board packet.

VII. EDA COORDINATOR UPDATES: The March report was included in board packets. Nothing additional to note at this time.

VIII. WALK ON ITEMS: Administrator Baker encouraged the board to take on the task of coming up with a vision for now and mission for the future. The city currently does not have either. This is something that can lead into the further development of a community wide comprehensive plan.

IX. ADJOURN: A "MOTION TO ADJOURN" was made by J. Schuppe. Motion was second by K. Gabel with all present members voting "AYE".
Motion Passed 6-0
Meeting was adjourned at 7:45 pm.

Next meeting will be held on Tuesday, May 28th, 2024 at 6:30 PM.

Meeting Notes Submitted by:



EDA Coordinator, Rebecca Charles