

Oronoco EDA Meeting Agenda

Board of Commissioners

Thursday, November 21th, 2024 at 6:30 PM

Oronoco City Hall 115 2nd Street NW

<https://us02web.zoom.us/j/86563209178>

- I. CALL TO ORDER & ROLL CALL**
- II. APPROVAL OF NOVEMBER 26TH EDA MEETING AGENDA**
- III. APPROVAL OF OCTOBER 22ND, 2024 EDA MEETING MINUTES**
- IV. GUEST/PUBLIC INPUT**
- V. NEW BUSINESS**
 - A. Commercial Permits Update
 - B. 2025 EDA Work Plan Approval
 - C. Community Branding RFP Approval
- VI. OLD BUSINESS**
 - A. Grant Programs & Applications
 - i. SMIF Small Towns Grant (\$10,000) Awarded
 - ii. Age Friendly MN Community Grant (\$77,340) Awaiting Decision
- VII. EDA DIRECTORS REPORT**
 - A. November Report
- VIII. WALK ON ITEMS**
- IX. ADJOURN**

Next meeting is currently scheduled for **Thursday, December 19th, 2024**, at 6:30 PM

MINUTES OF THE ORONOCO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MONTHLY MEETING

Tuesday, October 22nd, 2024
Unapproved Meeting Minutes

Pursuant to do call and notice thereof, a regular meeting of the Oronoco EDA was held at City Hall this 22nd Day of October, 2024 at 6:30 p.m.

The following Commissioners were present: Mayor Ryland Eichhorst (P), Paul Pendergrass, Jeff Schuppe, Jan Thronson & Kathy Gabel

Also Present: EDA Director, Rebecca Charles & City Administrator Jason Baker

Absent: Jamie Rothe (VP) & Adam Beadling

Guests: Post Bulletin Reporter, Brian Todd and Oronoco Resident Grant Kocer

- I. CALL TO ORDER & ROLL CALL:** Meeting CALLED TO ORDER at 6:30 p.m. by Mayor Ryland Eichhorst.

- II. APPROVAL OF OCTOBER MEETING AGENDA:** Following a review of the agenda, R. Charles requested two additions to the agenda under new business. R. Eichhorst made a “MOTION TO APPROVE THE OCTOBER 22nd MEETING AGENDA WITH THE ADDITION OF SECTION E UNDER NEW BUSINESS TO DISCUSS HOUSING AND SECTION F UNDER NEW BUSINESS TO REVIEW THE 2025 CEDA ANNUAL CONTRACT”. Motion was seconded by K. Gabel, with all present members voting “AYE”.
Motion Passed: 5-0

- III. APPROVAL OF SEPTEMBER 24TH, 2024 EDA MEETING MINUTES:** Following a review of minutes from the last regular meeting, R. Eichhorst made a “MOTION TO APPROVE THE SEPTEMBER 24TH, 2024 MEETING MINUTES”. Motion was seconded by P. Pendergrass, with all present members voting “AYE”.
Motion Passed 5-0

- IV. GUESTS & PUBLIC INPUT:** None

- V. NEW BUSINESS**
 - A. Commercial Permits Update: R. Charles reported that one permit is in the process of being applied for by Councilor Erv De Vleminick for the purpose of constructing an office building on one of his properties that he will look to sell/lease once completed. No additional commercial permits are in process at this time.

 - B. King Commercial Development Update: R. Charles asked the councilors in attendance if they had any updates on the project. There were none. Resident Grant Kocer did inform the board that the developers did host a neighborhood engagement

meeting with Cedar Woodlands residents which he shared was a very positive experience for residents in attendance.

- C. Review Report Recommendations – Continued from the September 24th EDA Meeting: R. Charles provided an overview of the recommendations for the final three sections of the engagement report and led discussion with board members regarding goals for the board’s 2025 work plan.
- i. Health & Community Support Services: R. Charles provided an overview of the three identified goals that included a discussion on the different types of retirement, assisted living and nursing care facilities that exist and could be of use in Oronoco. A feasibility study for this type of facility should first be completed in order to determine need and potential success of these types of facilities.
R. Charles also informed the board of her meeting earlier that day with the Age Friendly Oronoco group and her work with them to assist with some grant writing to achieve a number of their objectives. These will be worked into the 2025 work plan, with the implementation of the Age Friendly Oronoco goals being raised in priority.
 - ii. Local Government & Public Service: R. Charles reviewed the four identified goals for this section and opened discussion for each.
K. Gabel expressed her support for local government transparency and shared her concern about the recent actions of the City Council preventing public comment at the most recent meeting, having specifically expressing that they do not wish for residents to be able to make negative comments prior to an election. The actions were also published in the Rochester Post Bulletin’s October 21st edition. K Gabel expressed her disappointment regarding these activities and compared it with the community engagement report results that show a significant number of residents who distrust and perceive corruption by the current City Council.
R. Charles confirmed that the EDA only has the ability to address the EDA board itself, but shared that these recommendations have also been provided to city council, and therefore they are also informed of the community perception of their body and the recommendations of the report. Each councilor was also provided a paper copy of the report upon its completion earlier this year. The EDA will work to provide as many opportunities to engage with the public and offer as much transparency as possible to ensure that the board is doing its part in supporting local government transparency and trust with the general public. The EDA will encourage these types of activities in the 2025 work plan.
 - iii. Community Identity: R. Charles reviewed the recommendations and goals of this section, with discussion regarding community branding opportunities, ‘Small Town Feel’ aesthetics. These will be worked into the 2025 work plan.

Following topic discussions, R. Charles commented that she will have a final draft of the 2025 workplan prepared for approval at the November EDA meeting.

- D. November & December Meetings & Alternative Dates: Due to the Thanksgiving and Christmas holidays, R. Charles checked with board members regarding potential alternative meeting dates.
- i. November meeting, scheduled for the 26th would be held two days prior to Thanksgiving. Following discussion, a “MOTION TO MOVE THE REGULAR EDA MEETING ORIGINALLY SCHEDULED FOR TUESDAY, NOVEMBER 26TH, TO THURSDAY, NOVEMBER 21ST” was made by J. Thronson. Motion was seconded by P. Pendergrass with all present members voting “AYE”.
MOTION PASSED 5-0
 - ii. December meeting, currently scheduled for the 24th would land on Christmas Eve. Following discussion, a “MOTION TO MOVE THE REGULAR EDA MEETING ORIGINALLY SCHEDULED FOR TUESDAY, DECEMBER 24TH, TO THURSDAY DECEMBER 19TH” was made by J. Thronson. Motion was seconded by P. Pendergrass with all present members voting “AYE”.
MOTION PASSED 5-0
- E. Housing Discussion: R. Charles took time to update the board on several housing related items.
- i. The Minnesota Department of Housing is currently promoting several housing programs that are still under development. Two of these grants could be used by the city to assist with putting in infrastructure offering funds of up to \$500,000. The programs will require a match, but this would be paid for by the developers. These programs, The Greater Minnesota Housing Infrastructure Grant, and the Greater Minnesota Tier II Cities Grant are expecting to release more information on the programs sometime during the first quarter of 2025. R. Charles will update the board as soon as she knows more and has also shared this information with local developers.
 - ii. R. Charles also met with Hamilton Real Estate developers to get an update on their potential project and discuss potential opportunities for future development. Hamilton Developers are interested in engaging with the area residents. This discussion led to the idea of the EDA potentially hosting a housing forum where all Oronoco residents would be invited to discuss potential housing and obtain feedback on housing types, density and locations. The forum would also offer local developers a chance to speak with residents and obtain additional feedback on their own projects. EDA board members expressed an interest in hosting this type of forum and specified some information that they would want included in the discussion. These included developers sharing information on why costs are what they are, and what they are able to afford in order to make a development possible, how the tax income from residential development impacts the community as a whole in regards to the new water and sewer system and the local property tax rates. In addition, board members would like to see local developers, contractors and landowners to be invited to participate along with local residents.

R. Charles will put this into the 2025 work plan with a goal of completing during the first half of the year.

F. CEDA Annual Contract Review for 2025: Following a review of the 2025 CEDA contract and the EDA’s budget, R. Eichhorst made a “MOTION TO APPROVE THE 2025 CEDA CONTRACT”. The motion was seconded by K. Gabel with all present members voting “AYE”.

Motion Passed 5-0

VI. OLD BUSINESS

A. Grant Programs & Applications

i. Grant Applications Submitted

- SMIF Small Towns Grant (\$10,000) Received notice on October 17th that the application was approved. R. Charles inquired if the board would like to move forward with Krakerjak Marketing, or would like to put out an RFP. The board requested an RFP be drafted. R. Charles will provide a draft RFP to be reviewed and approved at the November EDA meeting. R. Charles will also send out a handwritten Thank You Card to the Southern Minnesota Initiative Foundation on behalf of the EDA.

ii. Grant Applications Denied

- Taylor Rural Improvements Grant (\$25,000)

iii. Grants Being Administered and/or Completed

- Compeer Financial (\$5,000) Closed

VII. EDA COORDINATOR UPDATES: The October Director’s Report was included in board packets for review. R. Charles did point out that she did attend the October 7th Parks and Recreation board meeting to learn more about their goals and how the EDA can help to incorporate some of the overlapping potential projects into the 2025 work plan.

VIII. WALK ON ITEMS: None

IX. ADJOURN: A “MOTION TO ADJOURN” was made by J. Thronson. Motion was second by K. Gabel with all present members voting “AYE”.

Motion Passed 5-0

Meeting was adjourned at 8:08 pm.

Next meeting will be held on Thursday, November 21st, 2024 at 6:30 PM.

Meeting Notes Submitted by: _____
EDA Director, Rebecca Charles

The Oronoco EDA has reviewed its current goals and program opportunities determining that the following items are the main priorities for the Authority in 2025. This document will be use as a point of reference for seeking funding opportunities and project goals. Goals may be added or removed throughout the year as the Authority sees fit.

HOUSING & RESIDENTIAL GROWTH

I. Develop Vacant Residential Property List

Identify vacant residential lots and structures that could be rehabilitated for updated housing or rental units and compile the data into a residential land inventory. The inventory should be placed on the city's website. Once identified, property owners can be contacted to determine potential interest in redevelopment and work to identify potential funding sources to provide some financial assistance.

- A. Upon completion of the pending update of the city Zoning Ordinances; EDA should work with area developers to recruit suitable residential developments. If needed, the EDA should explore the potential use of tax abatement or TIF to assist with infrastructure costs of new developments and make appropriate recommendations to City Council and Planning & Zoning to assist with decision making.

II. Commission a Housing Study

Work with City Council to have a housing study completed to provide guidance on housing types that would most benefit the community and provide affordability for residents with a range of income levels.

III. Rental Property Assistance

- A. Explore local properties and work with property owners to rehabilitate existing structures for rental purposes as well as develop new structures. Could be useful reuse of existing structures offering mixed use buildings.

IV. Recruit Senior Facilities

- A. Explore senior facility types and feasibility and benefits of each for oronoco.
- B. Begin Recruitment of facility.

ECONOMIC DEVELOPMENT & COMMERCIAL GROWTH

V. Develop Vacant Commercial Property List

- A. **Cast Inquiries**: Create the list of properties and reach out to property owners to determine potential for redevelopment and if any interest in selling or rehabbing the property.
- B. **List developable properties on state sites**: List potential commercial buildings and properties on statewide databases such as LOIS, DEEDs Statewide Selection Tool, Location-One and LASSO.

VI. Small Business Outreach, Retention and Development (HIGH)

- A. **Business Visits**: Hold one-on-one visits with all local businesses to determine individual business histories, wants, needs, plans, and concerns. This type of activity helps the city and its businesses to stay connected.
- B. **Business Database**: Develop an online database of all local businesses and their details. All interactions with the business can also be logged in this way. This database should be shared on the city's website.
- C. **Small Business Survey/Inventory**: Develop an introductory survey to collect historic data, property owner details, business structure, goals and other relevant data. This data will be loaded into the business database.
 - i. Any locations good for coworking space?
- D. **Small Business Programming**: Develop small business programming and learning opportunities for topics such as marketing, succession planning, expansion and others. Topics should be decided through feedback from business surveys and discussions.

VII. Business Subsidy Programming

- A. **Minnesota Investment Fund**: Work to identify a qualifying project with which to pursue financing through the MIF program.
- B. **Explore for more**: Explore additional source of potential funding to establish or grow a subsidy program.

VIII. Business Recruitment

- A. **Marketing Package**: Work to establish a packet of information for potential businesses and/or new residents that provide necessary data to draw developers to select Oronoco as a place for them to grow.
- B. **Childcare Needs**: Explore the local needs for childcare providers

TRANSPORTATION

IX. Pedestrian Trail Planning and Expansion

- A. **Safe Routes to School Planning Assistance Grant:** Apply for the Safe Routes to School Planning Assistance Grant to determine feasibility of trail expansion in the city. If the process goes well, then should do the **Design Assistance Grant** before applying for the infrastructure funding. Work to connect city amenities with residential neighborhoods.
- B. **Highway 52 Pedestrian Crossing:** Explore potential of adding pedestrian crossing to the North bridge.

X. Bussing and/or Shuttle Service to Rochester

- A. **Engage with Mayo Clinic** to explore a potential partnership for a route between the two cities.
- B. **Research:** Explore other potential solutions for establishing service for residents.

XI. Electric Vehicle Charging Stations: Explore programming to located funds for purchase and install of charging stations.

COMMUNITY FACILITIES & AMENITIES

XII. Recreational Trail Planning & Expansion (Medium)

- A. **Connect to Douglas Trail:** Reach out to State of Minnesota to explore connection to state trail.
- B. **Connect River Amenities:** Develop trails to connect recreational amenities along the Zumbro River.
- C. **Explore Recreational Planning:** Programs with area Universities exist where students design trails based on public input and guidance. (ex: University of Wisconsin, La Crosse)

XIII. Parks & Recreation

- A. **Dog Park:** Identify a good location and establish a fenced in off-leash dog park.
- B. **Develop and/or Enhance Canoe/Kayak Launching Area:** Explore needs, costs and feasibility.
- C. **Identify Recreation Needs:**
 - i. Work with Parks and Rec to determine recreational needs and assist with locating grant or other program funding.
 - ii. Work with the Age Friendly Oronoco group to determine specific recreational needs for seniors and those with physical and/or mental handicaps.

LOCAL GOVERNMENT & PUBLIC SERVICE

XIV. Increase Public Perception & Transparency

- A. **Normalize Public Input:** Provide easy and convenient ways for residents to express concerns or gratitude in manners both anonymous and distinctive. This could include, but is not limited to, surveys, drop boxes, & online private comments.
- B. **Increase Civic Participation:** Providing regular opportunities for residents to participate openly and privately with the local government will inevitably increase civic participation. Host events like city bike rodeos, parade of lights, decorating contests, etc.
- C. **Publish and Share Information:** Continue to update minutes and reports on public forums in a timely manner.
- D. **Strict Adherence to State and Federal Statutes:** Ensure all activities and decisions are made ethically, publicly and legally.

HEALTH & COMMUNITY SUPPORT SERVICES

XV. Explore Feasibility of Facilities for Residents in Need of Part or Full-Time Care.

- A. **Determine Feasibility:** find out how successful each type of facility could be if operating within Oronoco. If feasible, facility recruitment should be explored.
- B. **Explore Partnerships:** Explore potential partnerships with Mayo Clinic or other medical providers to operate a satellite location in the city.

XVI. Work to Accomplish Development Goals of Age Friendly Oronoco Action Plan.

- A. **Continuous Reference:** Keep the Action Plan in mind when working on any new building or development.

COMMUNITY IDENTITY GOALS & RECOMMENDATIONS

XVII. Community Branding

- A. **Branding Process:** Hire a branding firm to perform a study. Input will come from all boards and committees, as well as other community engagement opportunities for the city and public to provide input.
- B. **Marketing Campaign:** Develop marketing materials and strategies to market the city for new businesses, visitors and residents.
- C. **Website Update:** Update the website with all new branding to include but not limited to: mottos, logos, colors, images, values, goals, etc. Website will need to be kept up to date once updated.



REQUEST FOR PROPOSAL

Marketing and Branding Initiative for the city of Oronoco, MN

RFP Response Deadline: 14 January 2025 by 5:00 PM

Please send Completed RFP to Rebecca Charles
Rebecca.Charles@cedausa.com

PURPOSE OF RFP

The purpose of this Request for Proposal (RFP) is to solicit proposals from a qualified individuals or firms to assist the city with the development of a strategic branding strategy to promote the city to the general public, update the city's image, and to be used in any marketing efforts by the city. Qualified firms should have experience in community identity branding – including logo development and associated graphic standards; development of a brand value statement; development of identity branding; and recommendations for implementation and brand rollout. A comprehensive evaluation report outlining the needs of city departments should be included and used as a guiding document in developing a branding strategy.

The city of Oronoco is the development of a comprehensive brand marketing campaign to drive business attraction and retention, energize current residents and position the city as a desirable place for relocation while also establishing an independent identity from neighboring Rochester, Minnesota.

SPECIFICIATIONS OF RFP

1. The city of Oronoco requests proposals by qualified individuals or firms to research, create, and develop an implementation plan for a community branding initiative for the city of Oronoco. Responses to this RFP will provide the city with the information required to assess, evaluate, and select a consultant based on prior experience, qualification, methodology and approach, and work performed in similarly sized communities. It is important to note that this is a community branding initiative, but that the brand will be used primarily as an identity for the city of Oronoco.
2. The primary goals/objectives to be achieved by the branding initiative include, but are not limited to:
 - a. Uniformity – The brand should convey a common message and image to audiences both within and outside the city of Oronoco. A defined message that will market the city of Oronoco locally, statewide, and nationally as a great place to live, work, shop, and do business; the right place for development, redevelopment and investment; the perfect mix for a business-friendly community.
 - b. Community Identity/Pride – Identify and promote what makes the city of Oronoco distinct and appealing in a regionally competitive environment for investors, businesses, retailers, visitors, and residents.
 - c. Community and Economic Development Promotion – Promote a healthy economy, attract private investment, new residents and young professionals, and retain key businesses and creative talent.
 - d. Flexibility – The brand must be flexible and adaptable in order to meet the needs of a variety of departments and municipal functions within the city, as well as groups and businesses within the city in their specific marketing initiatives, while

maintaining consistency with their overall brand. It must also be flexible enough to grow and evolve along with any changes in the market.

- e. Endorsement – The brand must be authentic and resonate with community leadership in the city of Oronoco and with business within the region.

ELIGIBILITY

1. The consultant should specialize in project management, research, marketing, and creative design as it relates to the development of a community brand. To be eligible to respond to the RFP, the consultant must demonstrate that it is an individual or firm with significant experience with community branding initiatives. Priority will be given to those firms that have experience with local governments with this type of work.
2. The city of Oronoco desires to issue a contract to a single qualified consultant to lead the project. Consulting proposals based on a consortium approach where more than one firm will provide support within a consulting team are acceptable with a single project manager point of contact.

SCOPE OF WORK

Project Management – The consultant will lead all aspects of the community branding initiative, including the following:

1. Advisory to the Steering Committee (to be determined) – This team will be composed of representatives from the city, community, and business leaders. Meetings throughout that process will be required.
2. Lead for facilitating various focus groups comprised of community leadership and business owners to determine existing attitudes, perceptions, opportunities and challenges to enhancing the city's image.
3. Facilitator during the research process and/or testing of the new brand – Include descriptions of community engagement efforts that will take place during this process. The consultant will be expected to employ creative means of public involvement to ensure that community leaders and the business community are aware of and involved in the project.
4. Research – Research will be the basis for the development of a brand concept, creative elements, messaging/positioning and the overall brand initiative. The consultant will create and implement a brand research plan, which will include qualitative and quantitative research with key publics to identify the following:
 - a. The key elements of the City of Oronoco.
 - b. Analysis of competitor marketing strategies.
 - c. Measures that will be used to determine if the branding effort is successful.

5. Strategic Plan – The consultant will develop strategic objectives that will help better inform the city of Oronoco on implementation, management and ongoing promotion of the brand to include, but not be limited to the following:
 - a. Promotion of the use of the brand among city of Oronoco departments.
 - b. Maintenance and consistency of brand image and messaging while providing suitable flexibility for the target audiences of the participating agencies.
 - c. Recommendations of ways to articulate the brand; define markets and promotional avenues; and advise on strategies to better promote and create brand awareness.

6. Creative/Development of Brand – The consultant will develop creative elements that include design concepts, logos, messages, brand statement, tagline, and other products to support the overall brand initiative. A minimum of three distinct creative options must be presented, based on the results of the research. The selected logo design will be delivered, with the final option delivered with a style manual and guidelines for use and the capability of use in the following
 - a. Print and electronic advertising
 - b. Website design
 - c. Media placement
 - d. Public relations
 - e. Events
 - f. Templates

7. Implementation Plan – The consultant will develop an action plan for implementation of the brand in sufficient detail to allow Steering Committee to understand the approach and work plan. An Action Plan should include, but not be limited to the following:
 - a. Estimated costs/budget associated with the implementation process.
 - b. Proposed timelines for development of creative elements.
 - c. Recommended positioning logo and brand guidelines.
 - d. Implementation plans for brand identity applications and brand identity maintenance plan.

SPECIFIC PROPOSAL PREPARATION INSTRUCTIONS

Proposals should be as thorough and detailed as possible so that the city may properly evaluate the capabilities of the firm to provide the required Services and Results.

The Firm shall submit one (1) electronic copy by email to Rebecca.Charles@cedausa.com, or by emailing a link to a file sharing platform. Please do not send hard (paper) copies by mail.

Proposals should be received no later than **5:00 PM on Tuesday, January 14th, 2024.**

All proposals will be reviewed by the Oronoco EDA at their regular monthly meeting on Tuesday, January 28th, 2025 to determine eligibility and receive recommendations from the authority. **Final selection will be compelled by the Oronoco City Council on February 18th**

1. A description of the firm's capabilities and experience conducting similar plans. Include a description of the firm, its organizational structure, location of the principal office and the location of the office that would manage this project.
2. A summary of professional qualifications and experience of the individuals the firm would assign to the project and their individual project responsibilities. Indicate whether these individuals have worked together on previous projects. Indicate each individual's current commitment, availability to start this project in Q2 of 2025 and percentage of time that they will be assigned to complete their project tasks on this job.
3. Specific plans or methodology to be used to perform the services with timeline proposed for each phase of the project. Include a description of community engagement efforts included and deliverables proposed.
4. Estimated timeline for completion through implementation.
5. References (names and contact information) for clients for which the firm performed projects of a similar type and size within the last five years. Describe in detail, each projects outcome and the process your firm used to achieve those outcomes.
6. A work sample of a completed project(s) that is representative of the work proposed for the city.
7. Proposal Lump Sum Fee (not-to-exceed) for this project. Provide a detailed cost for each phase of the project, including but not limited to, the number of meetings with stakeholders, travel expenses, and document production costs.
8. Proposed engagement agreement with terms and conditions.

EVALUATION CRITERIA

Proposals will be evaluated by the city using the following criteria:

1. Qualifications and experience of the firm and individuals to be assigned to this project in providing requested services.
2. Specific plans or methodology to be used to perform the services.
3. Quality of illustrative examples.
4. Proposed Lump Sum Fee.

5. All qualified submissions received by the deadline will be analyzed by the city according to the criteria outlined in this RFP. Failure to comply with the provisions of the RFP may cause a proposal to be rejected.
6. The city reserves the right to (a) accept or reject any/or all submissions of proposals; (b) to waive any irregularity, technicality, informality or discrepancy in a proposal; (c) accept any alternative submission of proposals presented, which in its opinion, would best serve the interests of the City; (d) give full and proper evaluation of the Vendor or team presenting the proposal.
7. The City shall be the sole judge of the proposals, and the resulting negotiated agreement that is in its best interest, and its decision shall be final.

Economic Development Director's Update – Rebecca Charles

City of Oronoco, MN (32 Hours/Mo.)

October 16 – November 19

I. Outreach and Networking

- Mayor Ryland Eichhorst
- Deputy Clerk Ranae While
- Jason Baker, City Administrator
- Ari Kolas, Hamilton Real Estate
- Jamey Shandley, Hamilton Real Estate
- Joe Palen, Stantec Engineering
- Esther Dorgbefu, LaSalle Property Management

II. New Projects

A. Community Branding Project

1. Community Branding project was awarded \$10,000 by the Small Town Grant Program, overseen by SMIF.
 - i. Engaged in research on Community Branding and Marketing strategies and recommendations for constructing an RFP.
 - ii. Drafted a full RFP for Oronoco Community Branding Project. RFP was reviewed with City Administrator and provided in EDA packets for approval at the November 21st meeting.
 - iii. Reached out to CEDA network to obtain list of firms for distributing RFP.

B. Housing Development

1. Meeting with Ari and Jamey of Hamilton Real Estate to discuss potential housing development, upcoming infrastructure grants and possible housing forum.
2. Connected with Esther Dorgbefu of LaSalle Property Management to discuss potential collaboration and working to set up an in person meeting to view Oronoco properties. Meeting is expected to take place in November.

C. CEDA 2025 Contract: A copy of the contract was provided to the City Council for signing at the November 19th Regular meeting.

D. Age Friendly Minnesota Community Grant

1. Researched and authored a grant application requesting funds in the amount of \$77,340 for programming to include an analysis of the city and townships parks & public spaces, senior housing feasibility study, community meeting, local services magnets and supplies for home safety checks (smoke & carbon monoxide detectors and door access lockboxes). Awards are expected to be announced by February 12th.

E. Oronoco EDA 2025 Workplan: Completed work on the 2025 work plan for the EDA, to be approved at the November 21st EDA meeting.

III. Ongoing Projects

A. EDA Packet Prep & Minutes

1. October meeting minutes were completed
2. A copy of the unapproved October meeting minutes was submitted for the November City Council meeting.
3. A copy of the updated and Approved September minutes was provided to city staff for display on the EDA page of the city website.

B. Grant Applications & Oversight

1. Submitted & Awaiting Decisions
 - i. Age Friendly Minnesota Community Grant, submitted on Nov. 7th \$77,340

Economic Development Director's Update – Rebecca Charles

City of Oronoco, MN (32 Hours/Mo.)

October 16 – November 19

2. Denied
 - i. Taylor Rural Improvement Grant (SMIF) \$25,000 for Parks
3. Awarded and/or Currently Being Administered
 - i. Small Town Grant Program (SMIF) \$10,000
Community Branding
 - ii. Rural Feasibility Study Grant (Compeer Financial) \$5,000 – Completed
Community Engagement