

## **Oronoco EDA Meeting Agenda**

Board of Commissioners

Tuesday, June 25<sup>th</sup>, 2024 at 6:30 PM

Oronoco City Hall 115 2<sup>nd</sup> Street NW

(<https://us02web.zoom.us/j/88341006498>)

- I. CALL TO ORDER & ROLL CALL**
- II. APPROVAL OF JUNE 25<sup>th</sup> EDA MEETING AGENDA**
- III. APPROVAL OF April 23<sup>rd</sup>, 2024 EDA MEETING MINUTES**
- IV. GUEST/PUBLIC INPUT**
- V. NEW BUSINESS**
  - A. Report First Draft
  - B. Potential Market Studies
  - C. TIF & Tax Abatement Discussion
  - D. Cedar Woodlands Discussion
- VI. OLD BUSINESS**
  - A. City Email Address Follow-up
  - B. Compeer Financial, Rural Feasibility Study Grant
- VII. EDA DIRECTORS REPORT**
  - A. May Directors Report
- VIII. WALK ON ITEMS**
- IX. ADJOURN**

Next meeting is currently scheduled for **Tuesday, July 23<sup>rd</sup>, 2024**, at 6:30 PM

**MINUTES OF THE ORONOCO ECONOMIC DEVELOPMENT AUTHORITY**  
**REGULAR MONTHLY MEETING**

**Tuesday, May 28<sup>th</sup>, 2024**  
**Approved Meeting Minutes**

Pursuant to do call and notice thereof, a regular meeting of the Oronoco EDA was held at City Hall this 28<sup>th</sup> Day of May, 2024 at 6:30 p.m.

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

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

Absent: Jamie Rothe & Jeff Schuppe

- I. CALL TO ORDER & ROLL CALL:** Meeting CALLED TO ORDER at 6:30 p.m. by Mayor Ryland Eichhorst.
- II. APPROVAL OF MAY MEETING AGENDA:** Following a review of the agenda, K. Gabel made a “MOTION TO APPROVE THE AGENDA”. Motion was seconded by J. Thronson with all present members voting “AYE”.  
**Motion Passed: 5-0**
- III. APPROVAL OF APRIL 23<sup>rd</sup>, 2024 EDA MEETING MINUTES:** Following a review of minutes from the last regular meeting, K. Gabel noted two locations where her last name had the e and l inverted and needed to be fixed. R. Charles noted these changes. A “MOTION TO APPROVE THE APRIL 23<sup>RD</sup>, 2024 MEETING MINUTES WITH CORRECTIONS” was made by K. Gabel. Motion was seconded by A. Beadling, with all present members voting “AYE”.  
**Motion Passed 5-0**
- IV. GUESTS & PUBLIC INPUT:** None
- V. NEW BUSINESS**
  - A. 2025 EDA Budget Request:** R. Charles expressed to the board that an EDA budget for marketing and figure project planning would need to be requested from City Council during their budget planning for the year. R. Charles suggested that an initial request of \$5,000 to \$10,000 for 2025. Mayor Eichhorst provided a copy of the current EDA budget for review. R. Charles brought up concerns that the City Administrator’s salary is coming out of the EDA’s budget when the city provides the budget for staff and the EDA. Mayor Eichhorst sated that the Administrator Salary comes out of all of the

budgets by a certain percentage. R. Charles expressed her concern on the line item coming from an Authority and not the city directly.

Board members will review the budget and be prepared to make a recommendation at the June 25<sup>th</sup> board meeting.

- B. Cedar Woodlands Development:** R. Charles updated the board on a meeting that took place on Thursday, May 16<sup>th</sup> to discuss the potential opportunities to partner with Hamilton Real Estate to aid them in moving forward with their proposed development. This meeting was attended by representatives of the City, EDA, Planning & Zoning, city engineer, city financial advisor, and Hamilton Real Estate. Financial advisor Mike Bubany was able to provide some examples of how a Tax Abatement may look for the site in providing a resource to developers for the purpose of putting in infrastructure.

Following some questions by the board, R. Charles clarified that with these types of projects, typically the EDA works with the developer to help them get to a point where they have the information that they need to go to Planning and Zoning. Council is still kept up to day as they are given monthly EDA updates. The EDA will also be able to provide a recommendation to Council in favor or against the project. She further explained that with these types of projects, it is the EDA's job to help do some of the homework before sending the project on to other committees so that the process can move forward at a faster pace without the delay of redundancies that can happen when projects are passed along without due diligence.

A large number of questions about Tax Abatement, how it works and what it looks like. R. Charles clarified that the exact numbers are not available yet as they do not have the final construction costs, and therefore cannot provide the total tax dollars that the project will create until that information is obtained, which is part of the due diligence process. Due to the newness of the board and its never being involved in this type of project before, R. Charles will look into inviting the city financial advisor, Mike Bubany would be willing to do a quick training in person or via zoom for the EDA and any P&Z and Council members who may also be interested in attending.

She will send out a scheduling survey as soon as she can confirm some dates/times with Mr. Bubany and will work to get a meeting set up.

## **VI. OLD BUSINESS**

- A. Community Engagement:** R. Charles confirmed that she is still in process writing the report and has been delayed a little bit due to time constraints of other projects that have required attention within the community. She still hopes to have a rough draft for the board at the June meeting, but it will not include recommendations yet.
- B. City Email Addresses:** R. Charles provided board members with contact information for 'On-Site' who is contracted with the city to oversee the city email and its maintenance. They have been notified that board members will be reaching out for assistance in getting access to their accounts.
- C. Compeer Financial, Rural Feasibility Study Grant:** No new updates.

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

**VIII. WALK ON ITEMS:** K. Gabel wanted to ask about the new Dollar General Market that is breaking ground in Oronoco. She had been hearing around town that individuals were upset that they were not given an opportunity to comment before the project moved forward. Mayor Eichhorst explained that since the land was purchased privately between Dollar General and the property owner, and the area was already zoned for commercial, the city has no say about what business goes there as long as their plans follow city ordinances. If zoning needed to be changed or they needed a CUP, there would have been a public hearing. However, that was not the case with this project.

Both R. Charles and Mayor Eichhorst also confirmed that with larger companies, there are many times confidentiality agreements until the project is certain to move forward, which was also the case here.

**IX. ADJOURN:** A “MOTION TO ADJOURN” was made by K. Gabel. Motion was second by J. Thronson with all present members voting “AYE”.  
**Motion Passed 5-0**

Meeting was adjourned at 7:48 pm.

Next meeting will be held on Tuesday, June 25<sup>th</sup>, 2024 at 6:30 PM.

Meeting Notes Submitted by: \_\_\_\_\_  
EDA Coordinator, Rebecca Charles