**MANTORVILLE ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES**

**TUESDAY, NOVEMBER 1, 2016**

**6:30 PM**

1. **Call to Order** – Chair Huppler called the meeting to order at 6:30 pm.

Commissioners Present: Chuck Bradford, Troy Stafford, Henry Blair and Karl Huppler.

Others Present: Brian Hindal, Char Shrager Tom Monson and Cami Reber.

1. **Approval of Meeting Minutes** – Motion made by Commissioner Blair, second by Commissioner Stafford to approve the meeting minutes of October 4, 2016. Motion passed unanimously.
2. **Financial Report** – Motion made by Commissioner Stafford, second by Commissioner Blair to approve the financial report as presented. Motion passed unanimously.
3. **New Business/Old Business**
4. **Dodge County Housing Study – Tom Monson**

Tom Monson, CEDA, presented information on the County wide Housing Study. He was approached by another City on the interest and worth of doing an updated study. It is a long process in order to do a good study. It is financially more efficient to do a county wide study versus individual cities; $17,000 for a countywide and $13,000 for a citywide. He is starting the conversations to gauge interest. We are currently in the phase of bringing the conversation to other EDA’s/Planning and Zoning committees. He discussed what a housing study is. It is data in a nicely packaged form in which a lot is pulled off the census website/other websites but there is a lot more done in addition. They interview major employers in the area, talk to rental housing owners, and project how many units we expect to have a need in. A qualified market study is important because it allows us to use it for grant applications and state funding programs. What is the critical take away for Mantorville? Our community has one of the more strategically challenged landscape for infrastructure for long term planning – where will the best housing be located in terms of our current infrastructure. Tom thinks single family housing will be important here and the data will be beneficial in establishing the locations for this. It is only worthwhile if we take the data and use it. Many grant applications require information from a housing study that you just can’t pull from the web.

He discussed the timeline and at this point, just wants to know if cities are interested enough to put out the RFP right now. He isn’t looking for a financial commitment at this time, just looking for interest. Chair Huppler would recommend from the EDA that the City express interest. Commissioner Bradford agrees and feels that at this point, it doesn’t even need to go to the Council level. Tom will keep us updated on the next steps.

1. **2017 Stagecoach Days Update** – No update
2. **Future of Tourism/Welcome Center**

Without a long term plan, what is the future of Tourism for the City? Chair Huppler noted that he is at a loss on where else to take the discussion. It was decided that further discussion needs to take place with the Welcome Center. They will be asked to come to the December EDA meeting for discussion on their future plans.

1. **New Applicant Brian Hindal**

Chair Huppler introduced new EDA applicant Brian Hindal. Brian has been involved with the City his whole life off and on. He has seen things good and bad in the cities and noted that progress will always happen. DMC is looming and if Mantorville is not prepared we will get swamped. We need to have a solid plan because development without a plan is chaos. Chair Huppler noted the challenge has been to make Positive improvement without changing the vitality of the town. Motion made by Commissioner Bradford, second by Chair Huppler to recommend to the City Council to appoint Brian Hindal to the Mantorville Economic Development Authority. Motion passed unanimously.

Char – would like the logo for the brochures; Karl asked if a PDF to pull off the web would be beneficial – Char noted not a big price break between 500 – 2500; Tri-fold; spent money this year; Karl propose 500 brochures paid out of the EDA’s contingency fund; print 500 not exceed #350 Karl, Henry, all;

1. **Subcommittee Reports**

* **Planning** - none
* **Acquisitions and Developments** - none
* **Signage** – none
* **Tourism** - Char was present to ask about the status of the logo for the next printing of brochures. It may not be ready for the printing she was told. Char noted that there is not a big price break between 500 – 2500 Tri-fold’s. Chair Huppler noted that we have spent our budget for this year. Motion made by Chair Huppler, second by Commissioner Blair to approve the printing of 500 brochures not to exceed $350 to be paid out of the EDA’s contingency fund. Motion passed unanimously.
* **Happy Trails** - none

1. **Adjournment** – Meeting adjourned at 7:49 pm.