

**MINUTES OF THE MANTORVILLE
ECONOMIC DEVELOPMENT AUTHORITY (EDA)
Regular Meeting
February 4, 2025
6:15 P.M.**

1. **Call to Order-** The meeting was called to order by Brian Hindal (virtually) at 6:15 pm. Board members present: Troy Stafford, Zach Krause, Bob Soland, Mayor Jeff Ingalls and newly appointed Council Member Kim Boyum. Also present: Laura Qualey, the CEDA Representative, Chuck Bradford, Johannes Marsland and Tom Monson.
2. **Approval of November 13, 2024 Meeting Minutes-** Krause questioned the final 2025 budget and if the \$2000 of Misc. Expenditures were added to the approved budget or not; Qualey looked at the financials provided and it looked as though it was not approved by Council. So the 2025 Budget is \$32,725. Motion to approve by Mayor Ingalls; Seconded by Krause. Unanimously approved.
3. **Addition to the Agenda– Filling Open Seat for the EDA:** Stafford motioned to add an item to the agenda to nominate and accept a new EDA member to fill a vacant seat on the Board; Mayor Ingalls seconded.

There were two applications received for the open ‘at large community member’ Commissioner seat for the EDA: Chuck Bradford and Johannes Marsland. Since Bradford had submitted his application first, Stafford motioned to accept Bradford to the open seat; Soland seconded the motion; unanimously approved. Bradford then took a seat with the rest of the Commissioners for the remainder of the meeting. Marsland was thanked for his application; he remained for the duration of the meeting.

4. **Financial Report-** December & January 2024 Financials were reviewed. There was discussion surrounding the unused budgeted funds and a motion was made by Bradford to dedicate any unused funds to the Chamber of Commerce for pavilion related events; seconded by Soland; unanimously approved. This amount will be estimated around \$6000 as there are still wooden tokens for the trolley rides that need to be purchased which will be around \$300.

Karrie Berg of Creative Change made her annual payment to the EDA. The loan matures in Dec 2025 with a balloon payment due; Qualey has encouraged her to consider making payments throughout 2025 as to not have the large payment looming at the end of the year. Seim Properties is the other loan with the EDA which is all current on their payments.

Tom Monson was present to make a final request for the balance due for the bandshell expenses from the Rochester Sales Tax fund. The remaining balance for the construction of the bandshell is \$16,575.22 but Monson also requested \$386.61 for lettering to name the bandshell and also \$200 for a plaque identifying all of the donors that made the project possible which totaled \$17,161.83 as the final request. Mayor Ingalls motioned to approve the \$17,161.83; Hindal seconded the motion; unanimously passed.

The Rochester Sales Tax Funds are in a CD at MBT Bank and when it comes due, the funds will be drawn and a check will be made out to the Mantorville Restoration Association (MRA).

5. **New Business/Old Business**
 - A. **Bandshell Update** - Tom Monson gave a final update on the bandshell. Once the final inspection has been completed after the decorative brackets are installed the MRA will turn over ownership of the bandshell to the city.

B. **Music in Mantorville** – Monson updated the EDA that 13 Tuesdays (June - August) have all been booked with musicians and 8 sponsors have been locked in at \$750/event. Per the EDAs decision last November, they approved allocating any unspent budgeted funds (*Estimated \$6000*) toward bandshell related events (*such as Music in Mantorville*). A motion by Soland and second by Bradford to earmark \$6000 toward bandshell related events; unanimously approved.

Monson will be making a formal request for \$3250 which would be used to assist in advertising and providing ancillary costs for the events. Monson will complete a formal request via the EDA event funding request form by April.

EDA Meeting time/day change: Qualey asked the Board to lock in the time of the EDA meeting since there has been some back and forth on it the past few months. The board decided to keep it the 1st Tuesday of the month and go back to the 6:30 p.m. time.

Grant Updates: \$20,000 from the Taylor Family Farms Foundation to go toward new tornado sirens; Council will have to determine what the city is willing to commit to the other portion of the cost; quote is for \$65,000. Stafford is going to talk with the County and Joe Adams from Public Works to determine how to get the costs down or what the current status is of the existing sirens or the grant will need to be surrendered.

EDA also received \$10,000 from the Small Town Grant from SMIF to go toward light pole banners that will be changed out seasonally. This is a joint effort with the Chamber.

Compeer Financial to establish a pollinator garden on Goat Island was denied.

SEMAC Small Town Grant (\$5000) and Legacy Grant (\$10,000) will be applied for once the portal opens in March for the Larger than Life Art Exhibit in 2025. The Legacy Grant would be a new grant, but since the event is growing each year and with the addition of the bandshell, it could make the application more competitive.

MN Fiddler Association – \$500 grant is available for the Fiddle Contest during Stagecoach Days; this year's event could be at the new bandshell with a back up venue of the Opera House if the weather is not favorable.

SHIP Grant– Qualey/Kieffer will check into this to see if getting trash receptacles for Riverside Park is a qualifying expense.

CEDA Updates: Todd Kieffer will be starting as the new Mantorville CEDA representative and has already met Brian Hindal and will facilitate the March meeting.

Adjourn Motion to adjourn meeting by Mayor Ingalls; Seconded by Hindal. Unanimously approved. The meeting adjourned at 7:24 p.m.

Next meeting is scheduled for Tuesday, March 4th at 6:30 p.m.

Respectfully submitted by Laura Qualey.