

**MINUTES OF THE
WATERTOWN ECONOMIC DEVELOPMENT AUTHORITY**
Regular Meeting Friday, February 7, 2020

Ken Grotbo
Cory Mitteness
Roxanne Wilmes
Deborah Everson
Lindsay Guetzkow

1. Roll Call

Chairman Ken Grotbo called the EDA meeting to order at 8:33 a.m. Friday February 7, 2020 in the Council Chambers at City Hall.

EDA Members present: Grotbo, Roxanne Wilmes, Cory Mitteness, and Lindsay Guetzkow.

Staff present: City Administrator Shane Fineran and Clerk/Treasurer Lynn Tschudi.

2. Adopt Agenda

MITTENESS MOVED, WILMES SECONDED A MOTION TO ADOPT THE AGENDA AS PRESENTED. ALL PRESENT VOTED AYE. MOTION CARRIED.

3. New Business

A. Select 2020 EDA Officer Roles

Grotbo agreed to continue to be President. Fineran suggested Tschudi be Secretary and Assistant Treasurer. Wilmes agreed to the Vice-President role and Mitteness to the Treasurer position.

WILMES MOVED, MITTENESS SECONDED A MOTION TO MAKE GROTOBO PRESIDENT, WILMES VICE-PRESIDENT, MITTENESS TREASURER, AND TSCHUDI SECRETARY/ASSISTANT TREASURER. ALL PRESENT VOTED AYE. MOTION CARRIED.

B. Approve December 5, 2019 Meeting Minutes

MITTENESS MOVED, WILMES SECONDED A MOTION TO APPROVE THE DECEMBER 5, 2019 MEETING MINUTES AS PRESENTED. ALL PRESENT VOTED AYE, MOTION CARRIED.

C. Carver County CDA Community Growth Initiative Partnership Grant Applications

Fineran explained that the Carver County Community Development Authority (CDA) makes available grant money to cities for planning efforts to support development and or redevelopment. There are currently two projects in Watertown that would qualify for the grant funds. One is Hecksel Machine expansion and the other is Stonwerk. Both projects require a special fire protection system in their proposed buildings. Fineran said both projects are committing to creating jobs and expanding tax base.

Fineran detailed the plans for Stonwerk that would be eligible for the grant funds including landscape, earthwork, and streetscape for a total ask of \$60,000. The Hecksel Machine expansion project will require special fire protection of building to one-hour burn rating, and they will install a monitored smoke and fire detection system with a total ask of \$40,000.

Fineran said the grant funds will flow through the EDA. Guetzkow asked how competitive the process is. Fineran said this year the grant is very competitive. Mitteness asked if the city has used this grant before. Fineran said no, this will be the first time.

EDA discussed the landscaping requirements for the businesses in Watertown.

MITTENESS MOVED, GUETZKOW SECONDED A MOTION TO ADOPT RESOLUTIONS 2020-01 EDA & 2020-02 EDA, RESOLUTIONS APPROVING APPLICATION FOR CARVER COUNTY CDA COMMUNITY GROWTH PARTNERSHIP INITIATIVE GRANT PROGRAM. ALL PRESENT VOTED AYE, MOTION CARRIED.

D. Developer Day Program Outline

Fineran said staff is targeting April for the second Developer Day. Fineran is thinking of hosting the event at City Hall and having a luncheon similar to the format held in 2018. Fineran would like to highlight the new flexible zoning for commercial/industrial properties. Other topics for the day would include: street construction policy, municipal subsidy policy, and available raw land.

Grotbo asked if the CDA would be interested in talking about what their plans are for their parcel in the Forest Hills Development. Guetzkow would like to have a spotlight on Watertown and why it would be a good place to live – school referendum, Highway 25, etc.

The EDA would like city staff to decide on the food for the event. Guetzkow would like to really think about who the targeted audience should be for the guest list. Grotbo asked if the Developers Day is focused for residential or industrial. Fineran said it is fairly split as the EDA and city has tools to accommodate both.

4. Staff Updates

Fineran updated the site plans for Stonwerk and Hecksel are in. City of Delano hired another building official.

5. Adjournment

WILMES MOVED, GUETZKOW SECONDED A MOTION TO ADJOURN THE MEETING AT 9:19 AM. ALL PRESENT VOTED AYE, MOTION CARRIED.

Ken Grotbo, Chair

Shane Fineran, Executive Director