



Watertown Economic Development Authority

Ken Grotbo
Cory Mitteness
Roxanne Wilmes
Mike Walters
Lindsay Guetzkow

5/4/2021 - Minutes

1. Roll Call

EDA Chair Ken Grotbo called the meeting to order at 8:32 a.m. at Watertown City Hall.

EDA memers president: Grotbo, Roxanne Wilmes, Lindsay Guetzkow, Cory Mitteness

Staff present: City Administrator Shane Fineran and Community Development Consultant Mark Kaltsas

2. Adopt Agenda

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

3. New Business

3.A. Approve February 2nd Meeting Minutes

WILMES MOVED, GUETZKOW SECONDED A MOTON TO APPROVE THE MINUTES FROM FEBRUARY 2, 2021. ALL PRESENT VOTED AYE. MOTION CARRIED.

3.B. Workshops Of Watertown Utility Trunk Fee Waiver

Administrator Fineran presented the item for consideration of approving the request for utility trunk fee waiver for the Workshops of Watertown project. Based upon the Business Subsidy Policy of the city, this project could be eligible for up to \$26,699 in assistance through the EDA to help offset the cost of utility trunk fees for new development. The developer would be responsible for paying the remainder balance of the fee at the time of permit issuance of \$5,334.43. The assistance would not be paid directly to the developer but would rather be an internal transfer to the city's enterprise funds once the building permit is issued and the structure built.

GUETZKOW MOVED, WILEMS SECONDED A MOTION TO APPROVE RESOLUTION #2021-03EDA, APPROVING UTILITY TRUNK FEE WAIVER ASSISTANCE. ALL PRESENT VOTED AYE. MOTION CARRIED.

3.C. Chamber Of Commerce Promotional Mailer

Administrator Fineran presented the request from the Watertown Area Chamber of Commerce for

assistance with a promotional mailer that will go out to all residents of Watertown to support area businesses, chamber member or not, during the Hwy 25 reconstruction project. The mailer will also promote the pending deadlines for use of the Chamber Check stimulus programs implemented in 2020 and early 2021 that were supported by the City Council and EDA.

MITTENESS MOVED, GUETZKOW SECONDED A MOTION TO ADOPT RESOLUTION #2021-04EDA APPROVING ASSISTANCE FOR THE PROMOTIONAL MAILER. ALL PRESENT VOTED AYE. MOTION CARRIED.

4. Updates

Staff provided updates regarding housing and commercial/industrial projects in the development stages and or that are coming forward through the Planning Commission and City Council approval process.

5. Adjourn

WILMES MOVED, MITTENESS SECONDED A MOTION TO ADJORN THE MEETING. ALL PRESENT VOTED AYE. MOTION CARRIED.

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