

KENYON ECONOMIC DEVELOPMENT AUTHORITY  
Meeting Minutes  
Friday, October 22, 2024

**Commissioners present:** John Mortensen, Doug Henke, Chris Mallery, Mary Bailey

**Commissioners Absent:** Stu Campbell

**Others in Attendance:** Todd Kieffer, Beth Giese, Interim City Administrator Frank Boyles, City Engineer Derek Olinger

The EDA meeting was held at City Hall.

**APPROVE AGENDA**

Addition: VII / New Business / D / 8<sup>th</sup> Street Development Cost Study

Addition: VII / New Business / E / CEDA Update from Todd Kieffer

Motion by Bailey seconded by Henke to approve the amended agenda. Motion carried 4-0-0.

**APPROVE MINUTES AND FINANCEIALS**

Motion by Bailey seconded by Mallery to approve the minutes from the September 27, 2024 meeting and the financials. Motion carried 4-0-0.

**PUBLIC HEARINGS/COMMENTS**

**REPORTS**

None

**OLD BUSINESS:**

**Southern Minnesota Initiative Foundation (SMIF) Presentation Update**

John Mortensen and Alissa Oeltjenbruns will work on a location and date for a community meeting. Members identified names of groups to be involved including Rose Fest committee, the school district, Park & Rec committee, KMU Commission, City Council, EDA, SSB of Kenyon, and area church boards (First Lutheran, Hauge, United Methodist, St. Michaels, GOL, Holden, Hegre, and Dale).

**Location of January Annual Meeting: Organization Ideas**

The annual EDA meeting will be scheduled for Tuesday, January 28, 2025, at Cahill's Bistro and Bar. RSVPs will be requested from business owners. If the attendance is too large for Cahills to host, then the meeting may be held at the VFW with Cahill Catering. Feedback will be requested from business owners as to what is going well and what can be improved to attract new businesses and retain existing businesses.

**Rebound Rental Update**

Rebound is targeting November 1 to have the first apartments rented.

**8<sup>th</sup> Street Housing with Rebound Realty Update**

More data will need to be collected before proceeding any further with a new housing development.

**EDA Loan from KMU for Housing Development Update**

Kieffer stated that EDA would need to develop usage numbers to display how long it would take to pay off any potential loan from KMU. KMU is not allowed to own land.

**Taylor Grant for Depot Park Update**

The Taylor Grant was not approved for the city. A U of M Extension Office application is being looked into to receive services to develop well thought out development plans.

## **School Group Civis Projects**

K-W Schools and the EDA are continuing to look for opportunities to partner in.

## **NEW BUSINESS**

### **Approve/Disapprove Industrial Park Real Estate Broker Contract**

Chris Mallory and the League of MN Cities provided input on the real estate broker contract. In the event EDA needs to negotiate a price or offer land for free, the value price of each lot will be negotiated and commission will be determined. This is not the same as the selling price posted for each lot. If lots are sold without going through Realty Growth then a commission of 4% was suggested. These ideas will be shared with Realty Growth.

### **Approve/Disapprove facade project submitted - Jen Schlaak**

Jen Schlaak submitted a bill for her two buildings of \$8,000 for the façade project.

### **Approve/Disapprove Workout 24/7 Facade Application**

Motion by Bailey seconded by Henke to approve the façade application for Tina Leininger of Workout 24/7. motion carried 4-0-0.

### **8<sup>th</sup> Street Project Costs**

City Engineer Olinger presented a work scope and fee to complete a planning-level cost analysis for a future residential development in Kenyon. The work scope would include preparing a simple conceptual site layout, planning level cost estimate for construction and extension of streets, sanitary sewer, water and storm sewer. Bolton & Menk would complete the work scope for an estimated fee of \$3,000-\$3,500. The EDA recommended sending this request to the City Council for approval.

### **CEDA Update from Todd Kieffer**

Todd Kieffer asked if the City of Kenyon was willing to extend the hours of his services. The contract with CEDA for 2025 is \$31,475 for one day a week. Keiffer requested an additional two days per month or an additional day each week. Below are the costs for the different scenarios.

One day per week	\$31,475
One day per week + 1 additional day	\$38,310
One day per week + 2 additional days	\$45,225
Two days per week	\$53,580

Finance Director Kylo discussed possible ways an increase in the CEDA contract would fit into the budget. Kieffer and Mortensen will attend the November Council meeting to answer any questions.

## **ITEMS FOR NEXT EDA MEETING**

None

## **COMMENTS**

Next EDA Meeting: Tuesday, November 26, 2024, at 8:00 AM at City Hall

## **ADJOURNMENT**

Motion by Bailey second by Mallory to adjourn the meeting at 9:20 a.m. Motion Carried 4-0-0