



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Economic Development Authority

Thursday, August 27, 2020

7:30 AM

[GoTo Meeting](#)

Rollcall

President Strobel called the meeting to order at 7:33am.

Present: 7 - Andrew Ehrmann, Mike Strobel, Britt Ackerman, Enoch Blazis, Rachel Leatham, Jessica Peterson White and Rhonda Pownell

I. Call to Order and Approval of Agenda

A motion was made by Pownell, seconded by Leatham, to approve the agenda.

The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

II. Approval of Minutes

1. [20-437](#) July 23, 2020 EDA Meeting Minutes

Attachments: [7-23-2020 EDA Minutes](#)

A motion was made by Ackerman, seconded by Pownell, to approve the minutes.

The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

Finances

2. [20-438](#) July 2020 EDA Financials

Attachments: [1 - July EDA Finances 2020](#)

[2 - July EDA Loan Report](#)

Economic Development Coordinator Nate Carlson gave an update on the EDA Financials.

Presentations

3. [EDA M2020-015](#) Micro-Grant Request - Prema Studio, LLC

Attachments: [1 - Loan Committee minutes 8-11-2020](#)

[2 - Prema Studio Application](#)

[3 - Prema Studio LLC MicroAgreement 8-27-2020](#)

Economic Development Coordinator Nate Carlson introduced this item and Kris Layman.

Kris Layman owner of Prema Studio, LLC introduced herself and her business.

A motion was made by Ackerman, seconded by Leatham, to approve the Prema Studio, LLC Micro-Grant Request. The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

4. [EDA M2020-016](#) Micro-Grant Request - Armory Square Event Center, LLC

Attachments: [1 - Armory Square Microgrant Application](#)
[2 - Armory Square LLC_MicroAgreement_8-27-2020](#)

Jonathan Reppe gave a brief overview of the Armory Square Event Center and his Micro-Grant request.

A motion was made by Pownell, seconded by Peterson White, to approve the Armory Square Event Center, LLC Micro-Grant Request. The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

IV. New Business Items

5. [20-439](#) NEC Quarterly Update

Attachments: [1 - NEC Second Quarter Report](#)

Economic Development Coordinator Nate Carlson introduced Chris Whilock with the NEC.

Chris Whilock gave a brief update and answered questions posed by the EDA.

III. Unfinished Business

6. [EDA M2020-017](#) Socio-Economic Initiative - Strong & Starlike Consulting Proposal

Attachments: [1 - Proposal for Initiative Support and Implementation Consulting Services_Final](#)

Economic Development Coordinator Nate Carlson introduced Strong & Starlike's three options, recommending option one to the EDA.

A motion was made by Ackerman, seconded by Peterson White, to approve Option 1 with Strong and Starlike. The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

7. [EDA M2020-018](#) 2021 EDA Budget Approval

Attachments: [1 - DRAFT 2021 EDA BUDGET-08.20_REVENUES](#)
[2 - DRAFT 2021 EDA BUDGET-08.20_EXPENDITURES](#)

Economic Development Coordinator Nate Carlson introduced this item and answered questions posed by the EDA.

A motion was made by Pownell, seconded by Peterson White, to approve the 2021 EDA Budget including the 3 different budget scenarios. The motion carried by the following vote:

Yes: 7 - Ehrmann, Strobel, Ackerman, Blazis, Leatham, Peterson White and Pownell

V. Reports and Discussion Items

- a) Commissioner Comments and Reports
- b) Staff Updates and Reports
- c) Comments from the Chair

Economic Development Coordinator Nate Carlson: Riverwalk Market Fair update coming in September and gave an update regarding the Cares Act.

President Strobel: Garlie building hoping to be completed in November. Aurora almost complete as well and looking to make trail improvements.

8. [20-440](#) EDA Future Meeting Schedule

Attachments: [1 - Future Meeting Schedule 8-27-2020](#)

VI. Adjournment

President Strobel adjourned the meeting at 9:05pm