



City of Northfield

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

Meeting Minutes - Final Economic Development Authority

Thursday, July 22, 2021

7:30 AM

Council Chambers

CALL TO ORDER & ROLL CALL

The meeting was called to order at 7:36AM.

Also present: Economic Development Coordinator Nate Carlson, Meetings Associate Edward Malnar, Communications Specialist Kara Trygestad, NEC Director Chris Whillock

Present 4 - Mike Strobel, Britt Ackerman, Rachel Leatham, and Rhonda Pownell

Absent 3 - Andrew Ehrmann, Enoch Blazis, and Jessica Peterson White

APPROVAL OF AGENDA

A motion was made by Board Member Ackerman, seconded by Board Member Strobel, to approve the agenda. The motion carried by the following vote:

Yes: 4 - Strobel, Ackerman, Leatham, and Pownell

APPROVAL OF MINUTES

1. [21-429](#) June 24, 2021 EDA Meeting Minutes

Attachments: [06-24-2021 EDA Minutes](#)

A motion was made by Board Member Strobel, seconded by Board Member Pownell, to approve the June 24 minutes. The motion carried by the following vote:

Yes: 4 - Strobel, Ackerman, Leatham, and Pownell

FINANCIALS

2. [21-430](#) June 2021 EDA Financials

Attachments: [1 - June EDA Finances 2021](#)
[2 - June EDA Loan Report 2021](#)

Economic Development Coordinator Nate Carlson presented an update on financials and the progress businesses have made in successful and timely payment of their loans.

OLD BUSINESS

3. [EDA M2021-042](#) 2022 Final EDA Budget & Presentation

Attachments: [1 - 2022 EDA BUDGET-07.21 REVENUES](#)
[2 - 2022 EDA BUDGET-07.21 EXPENDITURES](#)
[3 - 2022 EDA Budget Presentation v3](#)

ED Coordinator Nate Carlson presented the EDA budget forecast and answered questions on the market outlook and state law. Members discussed how to match levy revenues to real increases in local property values.

A motion was made by Board Member Ackerman, seconded by Board Member Strobel, to expand the levy amount planned for 2022 by \$20,000 to \$315,700. The motion carried by the following vote:

Yes: 4 - Strobel, Ackerman, Leatham, and Pownell

NEW BUSINESS

4. [21-431](#) NEC Update

Attachments: [1 - NEC 2021 - 6 month update](#)

NEC Director Chris Whillock presented information about his work, coming retirement, and efforts to prepare for transition to and to train new leadership. Whillock and ED Coordinator Nate Carlson answered questions from members about the NEC-EDA contract and ongoing NEC funding.
Members reached verbal consensus to pursue the maximum 60-day period allowed by contract as an "exploratory period" for the Board to review the contract and the future of the two groups' working relationship. No motion was made.

REPORTS FROM BOARD MEMBERS AND PRESIDENT

Member Strobel reported on downtown business and bike path enhancement developments. Member Ackerman reported the hiring of a new associate attorney. President Latham reported that the new downtown apartments are finding tenants, such as college students.

STAFF REPORTS

5. [21-432](#) EDA Future Meeting Schedule

Attachments: [1 - Future Meeting Schedule 7-22-2021](#)

ED Coordinator Carlson reported that interns are finishing their work with excellence.

ADJOURNMENT

The meeting was adjourned at 8:35AM.

A motion was made by Strobel, seconded by Ackerman, to adjourn the meeting. The motion carried by the following vote:

Yes: 4 - Strobel, Ackerman, Leatham, and Pownell