



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Final Economic Development Authority

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Monday, November 28, 2022

6:00 PM

Council Chambers

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### CALL TO ORDER & ROLL CALL

*President Blazis called the meeting to order at 6:02pm.*

**Present** 6 - Andrew Ehrmann, Mike Strobel, Enoch Blazis, Jessica Peterson-White, Rhonda Pownell, and Randy Yoder

### ALSO PRESENT

*Economic Development Coordinator Nate Carlson, Economic Development Specialist Anna Watson, Administrative Associate Kari Bonde, Teresa Jensen & Betsy Wentz with Riverwalk Market Fair.  
Youth Rep: Quinn Edwards*

### APPROVAL OF AGENDA

**A motion was made by Pownell, seconded by Peterson White, to approve the agenda. The motion carried by the following vote:**

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

### APPROVAL OF MINUTES

1. [22-777](#) October 24, 2022 EDA Meeting Minutes

**Attachments:** [10-24-2022 EDA Minutes](#)

**A motion was made by Peterson White, seconded by Strobel, to approve the October 24, 2022 meeting minutes. The motion carried by the following vote:**

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

### FINANCIALS

2. [22-778](#) October 2022 EDA Financials

**Attachments:** [1 - October EDA Finances 2022](#)  
[2 - October EDA Loan report 2022](#)

*Economic Development Coordinator Nate Carlson noted the hotel loan was converted to principal interest payments.*

### BUSINESS ITEMS

3. [22-779](#) Riverwalk Market Fair 2022 End of Season Presentation - New Contract

## Review

**Attachments:** [1 - RMF Presentation to EDA 2022 year end Nov22](#)  
[2 - First Amendment to Riverwalk Market Fair services contract Executed](#)

*Teresa Jenson and Betsy Wentz with the Riverwalk Market Fair gave a Power Point presentation reviewing 2022, noting they added a youth member to the board, reviewed the history of Riverwalk Market Fair, 2022 Accomplishments, EDA Investments for 2022 - adding a night during the summer, adding winter hours/days inside and engage youth more.*

4. [EDA M2022-015](#) Riverwalk Market Fair Contract Review - FY 2023 - 2025

**Attachments:** [1 - RMF services contract 2023 -2025](#)

*Economic Development Coordinator Nate Carlson introduced this item and answered questions from Commissioners.*

*Youth Rep, Quinn Edwards left at 6:42pm.*

**A motion was made by Peterson White, seconded by President Leatham, to approve the Riverwalk Market Fair Contract for 2023-2025. The motion carried by the following vote:**

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

5. [22-780](#) EDA Future Meeting Schedule

**Attachments:** [1 - Future Meeting Schedule 11-28-2022](#)

*Economic Development Coordinator Nate Carlson noted there will not be a December meeting and reminded Commissioners of the Holiday Social on Dec. 13 from 5-7pm at Reunion.*

## REPORTS FROM BOARD MEMBERS AND PRESIDENT

6. [22-781](#) Recognition of Service to the Northfield Economic Development Authority - Andrew Ehrmann & Rachel Leatham

*Peterson White- Black Friday and Small business Saturday were very busy and lots of people in the downtown all weekend!*

*Economic Development Coordinator Nate Carlson thanked Commissioner Ehrmann and Commissioner Leatham for their years of service!*

*Commissioner Ehrmann thanked the board for the last few years, had a lot of great conversations and would like to see the EDA continue to use Strong and Starlike.*

*Commissioner Leatham thanked the board and community noting both are remarkable!*

## ADJOURNMENT

**A motion was made by Peterson White, seconded by Strobel, to adjourn the meeting at 7:20pm. The motion carried by the following vote:**

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