



# Goodhue County

## Minnesota

ECONOMIC DEVELOPMENT AUTHORITY  
COUNTY BOARD ROOM

THURSDAY, DECEMBER 7, 2023  
4:45 P.M.

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 266 673 214 074

Passcode: wknxqK

OR CALL IN

+1 872-240-8960,,925976225#

PHONE CONFERENCE ID: 925 976 225#

- I. Call To Order
- II. Motion To Elect Chair
- III. Motion To Elect Vice-Chair
- IV. Motion To Appoint Members Of The County Board To The Board Of EDA
- V. Motion To Appoint The County Attorney As The Attorney Of The EDA
- VI. Motion To Appoint Finance Director As The Treasurer Of The EDA
- VII. Review & Approve The EDA Board Meeting Agenda
- VIII. Review And Approve Previous EDA Minutes 12.08.2022

Documents:

[MINUTES 12.08.2022.PDF](#)

IX. Approve 2024 Contract For CEDA Services

Documents:

[2024 CEDA CONTRACT.PDF](#)

X. 2024 Proposed EDA Budget

Documents:

[EDA BUDGET 2024.PDF](#)

XI. Summit Discussion

XII. Adjourn



GOODHUE COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY  
Thursday, December 8, 2022  
Red Wing, MN 55066

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Present: Commissioners: Brad Anderson, Jason Majerus, Susan Betcher, Linda Flanders, Todd Greseth and EDA member Mary Reinhardt

Commissioner Anderson indicated that this is the first meeting of 2022 for the EDA board.

*C/Majerus nominated C/Anderson as Chair, seconded by C/Greseth and carried to approve Commissioner Anderson as the 2023 EDA Board Chair.*

*C/Betcher nominated C/Majerus as Vice-Chair, seconded by C/Flanders and carried to approve Commissioner Majerus as the 2023 EDA Board Vice-Chair.*

*Moved by C/Greseth seconded by C/Majerus and carried to approve to appoint the County Attorney as the Attorney of the Economic Development Authority.*

*Moved by C/Betcher, seconded by C/Majerus, and carried to approve to appoint the Finance Director as the Treasurer of the Economic Development Authority.*

*Moved by C/Majerus, seconded by C/Betcher, and carried to approve to appoint members of the County Board to the Board of Economic Development Authority.*

*Moved by C/Majerus, seconded by C/Flanders, carried to approve the EDA Board Agenda.*

*Moved by C/Majerus, seconded by C/Greseth, and carried to approve the 12.08.2022 EDA board minutes.*

### **2023 Proposed EDA Budget**

Andrea Benck reviewed the changes to the 2023 budget for the EDA and indicated that this is included in the overall county budget, the major increase is \$50,000 to Red Wing Ignite.

*Moved by C/Majerus, seconded by C/Flanders, carried to approve the budget recommendation to the County Board.*

### **2023 CEDA Contract**

*Moved by C/Majerus, seconded by C/Greseth, carried to approve the 2023 CEDA contract.*

### **2022 Summit Discussion**

Ron Zeigler, CEDA stated that several housing summits were held and were very successful in 2022. Requested ideas to be sent to him for 2023 ideas.

*Moved by C/Majerus, seconded by C/Flanders, carried to approve adjourn the 12.08.2028 EDA Board Meeting.*

**Respectfully Submitted,  
Scott O. Arneson - Executive Secretary**



**Scott O. Arneson**  
County Administrator  
Goodhue County

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3001

November 30, 2023

To: Goodhue County EDA Board

RE: 2024 CEDA services contract

Annually, a contract is entered into between the Economic Development Authority of Goodhue County (EDA) and Community and Economic Development Associates (CEDA) for CEDA to provide staffing services to the EDA. Attached, for your review is the proposed 2024 contract. The proposed contract would go into effect January 1, 2024, at a rate of \$56.70 per hour. This is an increase of 5% over the 2023 rate (\$54/hr).

Staff recommends approval of the proposed contract for 2024 CEDA Services.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

BRAD ANDERSON  
2<sup>nd</sup> District  
10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*

# Contract for Professional Services

This contract is made and entered into by Community and Economic Development Associates, a Minnesota nonprofit corporation exempt from income tax as an organization operated for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3), hereafter “CEDA”, and the Economic Development Authority of Goodhue County, an agency or affiliate of a political subdivision of the State of Minnesota, hereafter “the Authority”, to define the terms by which CEDA shall provide technical and management expertise services to the Authority.

**I. Agreement scope and purpose.** The Authority hereby retains CEDA to perform to its benefit the services described in paragraph II, to the end of the Authority more effectively accomplishing:

- \* Prevention and/or combat of community and neighborhood deterioration and revitalization of deteriorated neighborhoods;
- \* Attraction and/or retention of businesses that would not, but for the assistance provided, choose to locate/remain in the area;
- \* The securing of businesses who will be required to provide jobs for unemployed and underemployed residents of the community; and
- \* The expansion of business opportunities for minority entrepreneurs and other entrepreneurs that are viable business opportunities to enhance the well being of the community and/or for businesses who are unable to obtain financing from conventional sources

**II. Services to be provided by CEDA.** CEDA agrees to provide technical and management expertise in the form of staff and materials to the Authority. Staff’s services, and associated materials, will be provided in order to facilitate and support the accomplishment of the Authority’s undertakings to the ends described in the preceding paragraph. CEDA’s staff and materials shall be made available toward efforts in the following specific arenas of the Authority’s needs and operations:

- \* Accessing of grantor funding for the Authority’s economic development programming
- \* Providing loan packaging services for the Authority’s business assistance programs
- \* Administering local, regional and state revolving loan funds, if appropriate
- \* Drafting the Authority’s Economic Development Annual Work Plan(s)
- \* Planning, facilitating, and/or directly conducting the Authority’s community and business development projects, including as necessary, staffing those projects as directed by the Authority in consultation with CEDA. These efforts shall include (but are not limited to), the following:
  - \* seeking city and county involvement
  - \* developing relationships and partnerships to enhance the Authority’s goals
  - \* preparing economic development guidelines
  - \* promoting the use of local assets to support and promote value-added processes and unique based businesses
- \* Assisting with local surveys related to business and industry, community, and land and buildings
- \* Assisting with the Authority’s economic development marketing efforts and coordination through website development and maintenance
- \* Coordinating and hosting forums in which the Authority’s economic development programming are open for the public’s review

**III. Obligations of the Authority.**

- A. The Authority shall reimburse CEDA for staff time provided at the rate of \$56.70 per hour on an as needed basis.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the Authority in writing prior to the provision of the materials.

C. The Authority shall be responsible to provide payment to CEDA within 30 days of the submission of each invoice provided by CEDA.

**IV. Obligations of CEDA.**

A. CEDA is performing services as an independent contractor. Accordingly, the provision of staff by CEDA to provide technical and management expertise to the Authority under this Agreement neither creates a release of CEDA staff to employment at the Authority nor makes such staff subject to supervision by the Authority.

B. CEDA has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the Authority or to bind the Authority in any manner. CEDA will not represent the contrary, either expressly or implicitly, to anyone unless as so directed by the Authority.

C. CEDA is solely responsible for payroll tax responsibilities related to each of its staff persons whose time is provided under this Agreement and shall acquire and maintain necessary insurance related to their efforts under this Agreement, including carrying workers' compensation insurance coverage at all times. CEDA shall supply the Authority with certification of such coverage.

D. CEDA shall be responsible to invoice the Authority for staff time and materials provided under this Agreement on a periodic basis, no less frequently than quarterly.

**V. Period/Termination.** The term of this Agreement is one year, commencing January 1, 2024. The Agreement may be terminated earlier in its term upon 30 days' written notice by CEDA to the Authority or by the Authority to CEDA. Upon termination, the Authority shall be liable to pay CEDA for services performed at \$56.70 per hour and materials provided under this Agreement prior to and through the effective date of termination, unless otherwise specifically agreed by the parties in writing.

**VI. Construction of Agreement.** This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

**ECONOMIC DEVELOPMENT AUTHORITY OF GOODHUE COUNTY**

By \_\_\_\_\_

Its \_\_\_\_\_

Date \_\_\_\_\_

**COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES**



By

Its CEO/President

Date October 17, 2023



**Scott O. Arneson**  
County Administrator  
Goodhue County

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3001

To: Goodhue County EDA Board

Re: 2024 EDA Budget

Date: November 30, 2023

Attached you will find the proposed 2024 EDA Budget for review. The 2024 Levy Request is \$98,074. Following are the list of outside agencies currently funded through the EDA budget:

Southern MN Tourism \$2,379  
Small MN Business Development Cnt \$3,000  
Initiative Fund \$3,000  
Red Wing Ignite \$65,000

Red Wing Ignite funding was increased by \$50,000 per year for 3 years (2022-2024) for the *EDA Build to Scale Grant* match.

The budget also includes two abatements:

Vet clinic in Zumbrota- \$5,000  
PMKCN (Former Zumbrota Sales)- \$5,600

This budget will be part of the overall county budget for the county board's consideration in December.

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## Work with Budget Details

 626 Messages

### 2024 Working Budget

Revenue budgets are shown as negative numbers.

20 items found.

<u>Account Number</u>	<u>Account Description</u>	<u>Amount</u>	<u>ExtractID</u>
25-700-000-0000-5001	Current Real & Personal Property Taxes	\$0	
25-700-000-0000-5211	Market Value Credit Aid	\$0	
25-700-000-0000-5859	MCIT Dividend	-\$84	
25-700-000-0000-5947	Transfers In-1916 Building	\$0	
25-700-000-0000-5949	Use of Fund Balance-EDA	\$0	
25-700-000-0000-6106	Per Diem in Lieu of Salaries	\$0	
25-700-000-0000-6203	Postage	\$0	
25-700-000-0000-6243	Membership Dues & Fees	\$250	
25-700-000-0000-6278	Consultant Fees	\$12,000	
25-700-000-0000-6331	Mileage & Transportation	\$0	
25-700-000-0000-6332	Meals & Lodging	\$0	
25-700-000-0000-6351	Insurance	\$1,245	
25-700-000-0000-6354	Workman's Compensation	\$0	
25-700-000-0000-6357	Conferences/Schools/Workshops	\$0	
25-700-000-0000-6414	Food & Beverages	\$600	
25-700-000-0000-6850	Outside Funding Allotments	\$73,379	
25-700-000-0000-6855	Economic Abatements	\$10,600	
25-700-000-0000-6897	Micro Loans	\$0	
25-710-000-0000-5951	Principal Receipts (MIF Loan Program)	\$0	
25-710-000-0000-6999	Future Fund Balance-MIF Loan Program	\$0	

**Total: \$97,990.00**