

**City of Farmington
Economic Development Authority
Regular Meeting Minutes
Monday, September 16, 2024**

The Farmington Economic Development Authority met in regular session on Monday, September 16, 2024, at Farmington City Hall, 430 3rd Street, Farmington, Minnesota.

1. CALL TO ORDER

Chair Wilson called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

Chair Wilson lead everyone in the Pledge of Allegiance.

3. ROLL CALL

Members Present: Chair Steve Wilson
Commissioners Katie Bernhjelm, Holly Bernatz,
Joshua Hoyt, and Nick Lien

Members Absent: None

Staff Present: Lynn Gorski, City Administrator
Julie Flaten, Asst City Administrator/HR Director
Deanna Kuennen, EDA Executive Director
Kim Sommerland, Finance Director
Shirley Buecksler, City Clerk

Also Present: Jake Cordes, Resident

4. APPROVE AGENDA

Motion was made by Commissioner Bernhjelm and seconded by Commissioner Hoyt to approve the agenda, as presented.

Motion carried: 5 ayes / 0 nays

5. CITIZEN COMMENTS

No one addressed the Commission to speak.

6. CONSENT AGENDA

- 6.1 Minutes of the July 15, 2024 Regular Economic Development Authority Meeting
- 6.2 Monthly Financial Report
- 6.3 Quarterly Report – Open to Business (Q2 2024)

Motion was made by Commissioner Bernatz and seconded by Commissioner Hoyt to approve the Consent Agenda, as presented.

Motion carried: 5 ayes / 0 nays

7. PUBLIC HEARINGS

There were no public hearings.

8. DISCUSSION ITEMS

8.1 2024 Economic Development – Mid Year Report Card

Prior to establishing the 2024 EDA Levy, Staff and the EDA worked together to develop a living work plan, identifying the three primary focus areas (“buckets”) – and potential tasks, initiatives, and actions within each bucket. Much progress has been made and, as opportunities and challenges have been identified, Staff has been able to pivot and act.

Executive Director Kuennen presented the report which highlights where we started, accomplishments to date in each priority area, some lessons learned along the way, and items for consideration. The report also includes development related data – trends, land use, demographics – and regional economic development observations and opportunities.

Commissioners asked questions and received answers.

8.2 Preliminary EDA Levy – FY 2025

Motion was made by Commissioner Lien and seconded by Commissioner Bernatz to adopt Resolution 2024-02 Approving Preliminary EDA Levy Request for 2025.

Motion carried: 5 ayes / 0 nays

8.3 Update on Business Retention Workplan

Executive Director Kuennen provided an update on the Business Retention Workplan, followed by conversation regarding planning for future events.

9. DIRECTOR’S REPORT

9.1 Director’s Report

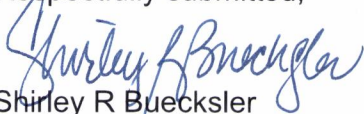
The Grand Opening for The Emery Apartments is scheduled for October 8th at 10:30 am.

10. ADJOURNMENT

Motion was made by Commissioner Hoyt and seconded by Commissioner Bernhjelm to adjourn the meeting at 6:41 p.m.

Motion carried: 5 ayes / 0 nays

Respectfully submitted,



Shirley R Buecksler
City Clerk