



 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## ECONOMIC DEVELOPMENT AUTHORITY AGENDA MEMO

**To:** Economic Development Authority  
**From:** Shirley Buecksler, City Clerk  
**Department:** Administration  
**Subject:** Minutes of the February 18, 2025 Regular Economic Development Authority Meeting  
**Meeting:** Economic Development Authority - Mar 17 2025

### INTRODUCTION:

For approval are the minutes of the February 18, 2025 Regular Economic Development Authority Meeting.

### ACTION REQUESTED:

Approve the minutes of the February 18, 2025 Regular Economic Development Authority Meeting.

### ATTACHMENTS:

[02.18.25 EDA Minutes](#)

**City of Farmington  
Economic Development Authority  
Regular Meeting Minutes  
Tuesday, February 18, 2025**

The Farmington Economic Development Authority met in regular session on Tuesday, February 18, 2025, at Farmington City Hall, 430 3<sup>rd</sup> Street, Farmington, Minnesota.

**1. CALL TO ORDER**

Chair Wilson called the meeting to order at 5:01 p.m.

**2. PLEDGE OF ALLEGIANCE**

Chair Wilson lead everyone in the Pledge of Allegiance.

**3. ROLL CALL**

Members Present:      Chair Steve Wilson  
                                 Commissioners Holly Bernatz, Jake Cordes, Joshua Hoyt,  
                                 and Nick Lien

Members Absent:      None

Staff Present:           Lynn Gorski, City Administrator  
                                 Deanna Kuennen, EDA Executive Director  
                                 Stephanie Aman, Economic Development Coordinator  
                                 Kim Sommerland, Finance Director  
                                 Shirley Buecksler, City Clerk

**4. APPROVE AGENDA**

Motion was made by Commissioner Hoyt and seconded by Commissioner Cordes 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 2025 Minnesota Real Estate Journal (MREJ) Contract
- 6.2 Annual EDA Business – Acknowledgement of Official Newspaper and Establishing the Meeting Schedule
- 6.3 Community Venture Network (CVN) 2025 Membership Agreement

- 6.4 Minutes of the January 21, 2025 Regular Economic Development Authority Meeting
- 6.5 Monthly Financial Report
- 6.6 Year-End Report – Open to Business (2024)

Motion was made by Commissioner Hoyt and seconded by Commissioner Cordes 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 Election of 2025 EDA Chairperson and Vice-Chairperson

Commissioner Cordes nominated Joshua Hoyt as EDA Chair for 2025. Motion was made by Commissioner Bernatz and seconded by Commissioner Cordes to appoint Joshua Hoyt as EDA Chairperson for the remainder of calendar year 2025.

Motion carried: 4 ayes / 0 nays / 1 abstain – Commissioner Hoyt

Chair Wilson directed Joshua Hoyt to lead the meeting from this point as the new EDA Chair.

Commissioner Wilson nominated Jake Cordes as EDA Vice Chair for 2025. Motion was made by Commissioner Wilson and seconded by Commissioner Lien to appoint Jake Cordes as EDA Vice-Chairperson for the remainder of calendar year 2025.

Motion carried: 4 ayes / 0 nays / 1 abstain – Commissioner Cordes

### 8.2 Economic Development – 2024 Year in Review

Coordinator Aman and Executive Director Kuennen presented the 2024 Year in Review.

Coordinator Aman highlighted some of the accomplishments in 2024 and noted that it was a great year of growth. Director Kuennen added that our work is being recognized around the state.

After discussion about the community interest in a grocery store, and to help advance potential discussions with different grocers, a motion was made by

Chair Hoyt and seconded by Commissioner Bernatz to authorize Staff to revisit the grocery market analysis proposal received last year, and authorizing Executive Director Kuennen to execute a contract for an amount not to exceed \$10,000.

Motion carried: 5 ayes / 0 nays

**9. DIRECTOR'S REPORT**

9.1 Director's Report

Executive Director Kuennen highlighted information about the Farmington Business Survey and the Building a Stronger Future Together: Farmington Business Summit. Discussion ensued, focusing on next steps and outcomes.

**10. ADJOURNMENT**

Motion was made by Commissioner Wilson and seconded by Commissioner Cordes to adjourn the meeting at 5:32 p.m.

Motion carried: 5 ayes / 0 nays

Respectfully submitted,

Shirley R Buecksler  
City Clerk