

**EDA
Minutes
December 17, 2025**

The Owatonna Economic Development Authority met in regular session at 4:00 pm in the Charles S. Crandall Center – Chambers at City Hall with President Voss presiding.

Commissioners present: Dan Boeke, Dave Burbank, Andrew Cowell, Brian Savage, and Doug Voss. Commissioners absent: Corey Mensink. Also present were Troy Klecker, Sean Williams, Brad Meier, Lisa Cochran, and Kristen Kopp.

Approval of Minutes. Commissioner Cowell moved approval of the minutes of the November 19, 2025 meeting with second by Commissioner Boeke. All Commissioners voting Aye, the motion passed.

Treasurer's Report. Community Development Director Troy Klecker presented the revenue and expense reports for November. He said that they are pretty much on target for year end numbers. At the Council meeting last night, they approved the Budget for 2026. The EDA Levy portion of the budget will be going up to \$240,000 from \$200,000. One thing that is changing is that TIF reporting was done internally in the past and this will be contracted out. We are still trying to figure out exactly what we have in reserves. There are a couple of property purchases that came out of EDA: Marco Building and the house on Pearl Street. EDA is only paying for half of the Marco building, but in the short term they will come out of the EDA fund and will be reimbursed. We probably won't have total year end numbers until January or February.

Loan Report. OABDC Director Sean Williams presented the Loan Report for November. He said that Wagner's loan is not current as their automatic payment failed. Sean talked to the owner this morning, and said that the check will be coming next week. Selective Looks is also not current, but she pays every other month. Cowell asked if we were going to follow up on the Wagner's loan. Williams said that he will follow up.

OACCT /OPED Report. OACCT President Brad Meier presented the OACCT and OPED reports. He said that Renneberg Hardwoods is about a month out from opening. They are really excited about their location. DoubleTree by Hilton held a ribbon cutting.

OABDC Report. OABDC Director Sean Williams presented the OABDC Report. He said that they have another round of Co-starters starting up. They are partnering with OHS again and are offering the high school version of Co-starters. There are 35 people in the class. This will be the biggest year yet for consulting. Things are moving in the right direction.

EDA Projects. Community Development Director Troy Klecker presented the EDA Projects for November. He said he's working with Brad Spitzack on the Cemstone site purchase. They are at \$185,000 as they would not go any lower. The letter of intent on 117 Bridge Street West is getting close to the end. Renneberg Hardwoods are indicating that they want to do a cold storage building on site next year. Sputtering Components has finished their building and are occupying it. Foremost is still working on trying to get a tenant in there. We are going to hang onto the TIF for now and will see what they come back with. We have closed on 1301 Oak Avenue South so

the City is the owner now. Graif Clothing store will be closing at the end of the year or potentially March. They are the main tenant of that building. We did not specify that it needed to be a clothing store, just retail and offices. The owner is working on finding a potential tenant for that space. There was some discussion of the Cemstone property. Klecker said that that piece we are looking at buying gives us frontage on North Street. There are a lot more possibilities with that property and the frontage.

Old Business:

Review Contracts with OACCT: MainStreet Agreement. Klecker said that there was some discussion of these at the last meeting. We have them all on the agenda and in the packet. They are all fairly short. The first is the contract with the OACCT for the MainStreet Program. That program has been in place for over twenty years. It started without many resources and eventually became a part-time position but has become a full-time position in the last few years. This is funded half by EDA and half by the Chamber. We are not proposing anything different than what was in the last agreement. It is \$50,000 for three years. A motion was made by Commissioner Cowell and seconded by Commissioner Savage to approve the MainStreet Agreement for \$50,000 annually for 2026 through 2028. All Commissioners voting Aye, the motion passed.

Economic Development Agreement. Klecker said that we do economic development as a team with the Chamber. There are a lot of things we can't do and our OPED group is very instrumental in getting things done for economic development. This helps solidify that team mentality toward economic development and is the most efficient way to hand economic development. We have a good thing going. When we went to a full-time MainStreet Director, we split the MainStreet and Economic Development Agreements to ensure money is going where it is intended. Meier said it kept it clean—they have three sets of financials for Chamber, MainStreet, and Tourism. Boeke asked if the Chamber contributes to the MainStreet Director salary. Meier said yes. Boeke asked if the City contributes more to OPED. Klecker said yes. Boeke asked if the City is happy with the results from OPED. Klecker said that the \$30,000 for this agreement isn't all OPED. Part of it is facilitating OPED meetings but it's also for the services of working on economic development items. Klecker said that the \$30,000 is the day-to-day sort of stuff, not just Brad, but the rest of the Chamber staff that are all contributing to economic development. A lot of cities will have the City handle economic development and will be almost working against the Chamber. Klecker said that this is the way he gets a lot of his work done—when he can call anyone on the Chamber staff with questions. He talked about how they work as a team. He said that this is the only model around like this—with all these groups coming together to accomplish economic development. We have had many cities ask us about how we do economic development. It is just a structure that is in place now. Boeke said that staff gets a lot of compliments when developers come in. Klecker said that is correct. A motion was made by Commissioner Boeke and seconded by Commissioner Cowell to approve the Economic Development Agreement for \$30,000 annually for 2026 through 2028. All Commissioners voting Aye, the motion passed.

OABDC Agreement. Klecker said this is for loan services. We have a lot of different loan programs, but the forgivable loan program probably takes the most time. A lot of documentation

has to come in and then there is the payment schedule. Sean Williams keeps track of all of that and it takes a lot off our plate. We have had these contracts in place for well over a decade. Every one of these, the dollar amounts are the same as before. They are not asking for any increases. There was some talk about the amounts and whether they were sufficient. Klecker said that they are amounts that both sides have agreed to, but it's fair to say in three years we could look at increasing them. Boeke asked if the figures provide enough for OABDC to spend enough time doing what they can do. Klecker said that loan administration ebbs and flows. We're at the end of our run with the forgivable loan program. He said for the volume we have, it is probably pretty fair. Williams is on call for us and you have to pay for that availability. You might have three loans in a week and not another one for three months. It is an amount we pay them to be available to do loans for us as they come to us. A motion was made by Commissioner Burban and seconded by Commissioner Cowell to approve the OABDC Agreement for \$20,000 annually for 2026 through 2028. All Commissioners voting Aye, the motion passed.

Schedule Next Meeting. The next EDA meeting is scheduled for **January 21, 2026** at 4:00 pm in Charles S. Crandall Center – Chambers at City Hall.

Adjournment. There being no further business, a motion was made by Commissioner Boeke and seconded by Cowell to adjourn the meeting at 4:46 pm. All Commissioners voting Aye, the motion passed.