

WATERVILLE ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
July 25, 2016, 5:00 p.m.

There was a meeting of the Waterville Economic Development Authority held in Council Chambers at 5:00 p.m. on July 25, 2016.

Present: Val Vail, Sue Myers, Sue Cutts, Richard Davis and Chairperson Stephen Mihalik

Absent: None

Also Present: Administrator/Clerk Teresa Hill

Also Absent: None

**1. Call to Order.** Chairperson Stephen Mihalik called the meeting to order noting that all EDA members were present. Also present City Administrator Teresa Hill.

**2. Minute Approval – June 27, 2016.** Motion by Vail, seconded by Davis to approve the minutes of June 27, 2016. Unanimous vote. Motion carried.

**3. Agenda Approval.** Chairperson Mihalik requested that he would like to add one item to the agenda and that is confirming the amount that EDA is willing to donate to the Chamber of Commerce for the Hot Summer Nights that would be item #6. Commissioner Vail requested that two items be put on the agenda also; the first would be to discuss sending letters to businesses to move to town and Waterville Pride. Chairperson Mihalik said those items will be 7 and 8. Motion by Mihalik, seconded by Myers to approve the agenda with the additions. Unanimous vote. Motion carried.

**4. Old Business**

**A. Review and recap of other City efforts to promote EDA on their website.** Ms. Cutts discussed City websites that she reviewed. Ms. Cutts mentioned the City websites of Irondale, Fairfax, Goodhue, Grand Meadow, Sherburne, Madison Lake and Wanamingo. Ms. Cutts said that Wanamingo was the best out of all she reviewed. Ms. Cutts said that the websites that had a tab for their EDA were the best. Chairperson Mihalik said we need to give Ms. Hill direction on what to put on the City website regarding the EDA. Put a bio of each EDA Commissioner. Discussion held regarding changing the name of EDA to “Business Development” on the header link. Have resources available on a link that people can easily access. Discussion of having commercial properties that are for sale in the City on the website. The listings should be updated quarterly. Ms. Vail suggested taking a look at the zoning map and see what properties that may come up for sale. Have the demographics of the City on the website which would include the population, medium income, work force and also list what the summer population is. Chairperson Mihalik said that he would like to have the photo contest started again. He would also like to have a photo gallery started. Ms. Vail suggested adding

photos of the City parks to the website. Chairperson Mihalik said that the web development for the EDA be done by a third party and not by Ms. Hill. Motion by Mihalik, seconded by Cutts that the web development for the EDA “Business Development” be done by a third party under Ms. Hill’s direction. Unanimous vote. Motion carried.

**5. Micro Loan request.** Chairperson Mihalik advised that the recommendation from the Loan Committee is to give a micro loan in the amount of \$3,500 with 0% interest for a term of 3 years and payment would begin on September 1, 2016. Motion by Mihalik, seconded by Davis to accept the Loan Committee’s recommendation for a micro loan in the amount of \$3,500. Unanimous vote. Motion carried.

**6. Confirmation of EDA’s contribution to Hot Summer Nights.** Discussion regarding what is available out of the EDA’s budget. Motion by Vail, seconded by Cutts to donate \$250 to the Chamber for Hot Summer Nights. Unanimous vote. Motion carried.

**7. Letters to Businesses.** Ms. Vail said that maybe we should go to businesses in other cities and ask them if they would be interested in having an extension of their business in the City of Waterville. Chairperson Mihalik said that we should first develop the EDA “Business Development” website before sending the letters to the businesses. Discussion regarding meeting with businesses and providing information on what Waterville has to offer as incentives for them to come into Waterville. Chairperson Mihalik suggested putting a poster around at the campgrounds promoting Waterville for businesses.

**8. Waterville Pride.** Ms. Vail said she would like to see what we can do to promote Waterville Pride throughout the town. Discussion on what can be done to clean up the downtown area, what the school does to promote Waterville Pride, different ways to promote being proud of Waterville. Chairperson Mihalik said he would like to have a banner across Main Street that would put a listing of what summer activities there will be in Waterville to start the Waterville Pride going. Chairperson Mihalik suggested starting the design for the banner and invite Adam Schollegendes to the next EDA meeting. Chairperson Mihalik also suggested putting up posters that mirror the banner at businesses and at campgrounds. Discussion regarding ways to recognize efforts of people who promote the Waterville Pride concept. The next meeting we will also discuss fund raising for boulevard trees and Waterville Pride.

**9. Adjourn.** Motion by Mihalik, seconded by Myers to adjourn. Unanimous vote. Motion carried. Meeting adjourned 6:50 p.m.

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Stephen Mihalik, Chairperson

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Teresa Hill, Administrator/Clerk