



NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION

Wednesday, June 13, 2018

6:30 p.m.

City Hall – Large Conference Room

310 Elm Street West

Norwood Young America, MN

- I. Call to Order**
- II. Oath of Office – Jason Winter**
- III. Consideration of the Agenda**
- IV. Approval of Minutes**
 - A. May 18, 2018 Meeting Minutes
 - B. May 18, 2018 Joint Meeting Minutes
- V. Unfinished Business**
 - A. Entrance Monuments Update – Presentation by Sam Williams, Eagle Scout Candidate
 - B. Hotel Study Update
 - C. Redevelopment Plan Update
- VI. New Business**
- VII. Project Updates**
- VIII. Miscellaneous Communications**
 - A. 2018 Goals Status
 - B. Chamber Updates
- IX. Upcoming Meetings**
 - A. July 11, 2018 – EDC Meeting
 - B. July 18, 2018 – Joint Meeting
- X. Adjournment**



DATE: June 13, 2018

MEMO TO: NYA Economic Development Commission

FROM: Holly J. Kreft, Economic Development Consultant

RE: Agenda Item II. Oath of Office – Jason Winter

Background:

The City Council has appointed Jason Winter to serve on the EDC. We welcome Jason and thank him for his service!

Action:

Administer oath of office.

NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION

Minutes from the Meeting on Wednesday, May 9, 2018 at 6:00 p.m.

City Hall – Council Chambers

310 Elm Street West

Norwood Young America, MN

I. Call to Order

Chair Diedrick called the meeting to order at 6:01 p.m.

EDC members in attendance were: Tina Diedrick, Mike McPadden, Carol Lagergren, Julie Schmidt, Karen Hallquist, and Kaarin Foede. Jason Winter was in attendance as he will join the Committee in June.

Absent: None

Staff attending were: City Administrator Steve Helget and Economic Development Coordinator Holly Kreft.

II. Consideration of the Agenda

A motion was made by Lagergren seconded by Foede. to approve the agenda. Motion approved 6-0.

III. Approval of Minutes

A motion was made by Schmidt seconded by Lagergren, to approve the minutes of the April 11, 2018 EDC Meeting. Motion carried 6-0.

IV. Unfinished Business.

A. Hotel Study Update.

Economic Development Coordinator Kreft provided an update based on the recommendation at the April 11th EDC meeting. Kreft noted that the company that had previously completed the hotel study, HMI Inc., provided a proposal to update the study. Unfortunately, the shelf life for a study is only about one year, so it would need to be completely redone. Staff also contacted Core Distinction Group as recommended by the hotel developer in Hutchinson.

The EDC discussed the pros and cons of moving forward with a comprehensive study. Chair Diedrick recommended that a STR report be completed first to give an indication of whether or not to move forward with a full report. Mayor Lagergren questioned if the cost of the report could be applied to the full study should it be decided to move forward. Kreft stated that it could be.

A motion was made by Hallquist, seconded by McPadden, to recommend to the City Council to accept the proposal from Core Distinction Group to assist with the completion of a STR report for a potential hotel location. Motion approved 6-0.

B. Entrance Monuments Updates.

Economic Development Coordinator Kreft stated the Sign Committee met with Sam Williams, the Eagle Scout candidate, Todd Carroll, MnDOT landscape architect, and Ron Wischnack Jr. at the Hwy 5 sign to review the landscaping plan. Mr. Carroll indicated that if the project were to occur after July 1st that additional funds would be available from MnDOT. The consensus of the group was to have the sign completed prior to Stiftungsfest.

Mayor Lagergren recommended inviting Sam Williams to the next EDC meeting to present information he has collected and his plan to assist with the project.

V. Project Updates

Kreft noted that the Diversified Plumbing and Heating ribbon cutting is scheduled for May 16th. Hallquist noted that Northside Grill may open as early as May 19th and Resto Espresso may also be opening in May.

Helget noted that the closing for Vickerman Companies would be held the following day. Hallquist questioned why the closing was held after they had started construction. Helget noted it was due to the timing of Vickerman's SBA loan paperwork that was required, but that a Right of Entry agreement which required an escrow payment was received.

Helget noted that he had spoken to the realtor for the company interested in the industrial park lot. He reviewed the proposed uses and asked if the EDC was still supportive of the project. McPadden asked if the adjacent property owners would be notified. Helget stated that they would in the future since a variance for the building height would be required per City zoning code the Industrial Park covenants.

Helget noted that Advanced Electrical has decided not to pursue the lot on Tacoma Avenue. The EDC discussed other potential sites including the one located on Hwy 5 and Central Avenue. Kreft noted that she previously reached out to the owners about the status of the property, but did not hear back, so she would reach out again.

VIII. Miscellaneous Communications.

A. 2018 Goals

Due to limited time, the goals were not reviewed in detail.

B. Chamber Updates

Hallquist stated that she was contacted by a woman interested in a clothing boutique. She also noted that a local business owner stated they were not doing well in sales and may need to consider closing. Kreft noted that she had reached out to them about services provided by Lee Hall and MCCD.

IX. Upcoming Meetings.

The next regular meeting of the EDC is June 13, 2018 at 6:30 p.m.

X. Adjourn.

A motion was made by Lagergren, seconded by Schmidt to adjourn the meeting at 6:31 p.m. Motion carried 6-0.

Respectfully submitted,

Holly J. Kreft
Economic Development Coordinator
Municipal Development Group LLC

**NORWOOD YOUNG AMERICA CITY COUNCIL
NORWOOD YOUNG AMERICA PLANNING COMMISSION
NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION**

**Minutes from Joint Meeting on Wednesday, May 9, 2018 at 6:30 p.m.
City Hall – Large Conference Room
310 Elm Street West
Norwood Young America, MN**

I. Call to Order

Mayor Lagergren called the meeting to order at 6:32 p.m.

Council members in attendance were: Lagergren, Mike McPadden, Dick Stolz, and Craig Heher.

Planning Commission members in attendance were: Bill Grundahl, John Fahey, Mark Lagergren, and Paul Hallquist.

EDC members in attendance were: Kaarin Foede, Karen Hallquist, Tina Diedrick, and Julie Schmidt.

Also in attendance were LaVonne Kroells, Historical Society; Jason Winter, Citizens State Bank; Nate Gilkey, Klein Bank; and Cole White, NYA Times.

Staff attending were: City Administrator Steve Helget and Economic Development Coordinators Jo Foust and Holly J. Kreft.

II. Consideration of the Agenda

Motion McPadden, second by Stolz to approve the agenda was approved as presented. Motion approved 4-0.

III. Business

A. Discussion of Incentives.

Economic Development Coordinator Kreft provided an overview of financial programs currently offered by the EDC and City as well as potential incentive programs which could be offered to assist businesses in the downtown areas. The EDC discussed the program, with input from banking representatives. The following were noted as possible programs to explore further:

- Conventional loan from a financial institution
- SBA loans (504 or 7a) through a financial institution
- MCCD loans and EDC loan administered through MCCD
- No Interest Loan for Façade and Improvements to meet Building Codes
- A business competition with rental assistance for the winner
- Interest rate reduction (EDC funds to assist in lowering a bank interest rate)
- Community investment or community foundation
- Tax abatement for building improvements which qualify
- Reduction or elimination of building permit fees in the downtown areas
- Streamlining of the permit process
- Designation of a historic district with historic tax credits

- Mini grants to organizations that organize events to draw tourists and citizens to the downtowns.

Representatives from banks noted each project is different. It is evaluated on the cash flow, business plan and projections as part of their financial analysis. Working with MCCD and the SBA loans were noted as beneficial to assist local businesses. It was recommended the EDC look for businesses that complement each other; i.e. nail salon, restaurants, boutique, etc.

B. Identification of Strengths and Challenges.

Historic Downtown Young America

Strengths	Challenges
Old brick buildings	Mix of commercial & residential
Church	Vacant buildings
Willkommen Park	Age of buildings
Historic Center	Masonic Lodge
Restaurants	Lack of continuity in uses
Mill Building	No anchor
Groveli House	Lack of parking
Wide sidewalks	Sidewalks need some improvements
Mature trees	Difficult to get to (need signage)
Evening lighting	
Baseball field	
Old Town	
Old City Hall	

Historic Downtown Norwood

Strengths	Challenges
Sidewalks	Residential areas
Trees	Vacant buildings – The Flame
Harms building on National Register of Historic Places	Unmarked parking
Library/Oak Grove	Missing trees
Quilting Grounds	Unidentified/unmarked businesses
Fire Department	Need to connect with other areas
Old buildings	Hayloft hole
Service businesses	
Nice long layout of commercial	
Visually easier access from Hwy 212	
Sports complex	
More parking options	
Looks like a downtown	

Opportunities

- Market anchors that exist
- Add wayfinding signage and business signage
- Plant trees where needed

- Add banners
- Add benches
- Develop design standards and incentives for projects that meet the design standards
- Add planters
- Develop trails and connections from the Hwy 212 to allow connectivity from one downtown to another
- Trail identification and maintenance
- Pursuit of a historic preservation district or building designations
- Streamlining the permit process
- Exploring financial incentives
- Downtown Arts Fair/Music
- Collaboration with other civic organizations

C. Implementation Steps – Build on Strengths, Address Challenges.

Goal	Assigned to
1. Historic Designation Exploration Invite SHPO to next meeting	MDG, LLC
2. Develop history of buildings	Lavonne and Karen
3. Inventory of vacant spaces and owners	Holly and Kaarin
4. Financial Incentive Options	Tina and Jo
5. Identification of missing trees, sidewalk Improvements needed, bench locations	Mike and John
6. Banners and Signage	EDC
7. Events in Downtown	Mike and Carol, Lisa V. and Karen

The regular EDC meeting will be held July 11, 2018 at 6:30 p.m.

The next Joint Meeting will be held on July 18, 2018 at 6:00 p.m.

IV. Adjourn

A motion was made by Stoltz, seconded by McPadden to adjourn the meeting at 7:57 p.m. Motion carried.

Respectfully submitted,

Jo Foust
Economic Development Coordinator
MDG, LLC.



DATE: June 13, 2018
MEMO TO: NYA Economic Development Commission
FROM: Holly J. Kreft, Economic Development Consultant
RE: Agenda Item V. A. Monument Entrance Signs – Sam Williams, Eagle Scout Candidate

Background:

Updates

Here are updates related to the monument signs:

- Sign bases constructed by American ArtStone are complete and stored in New Ulm until delivery
- Metal sign is in production by JIT Metal
- Quotes from two local mason contractors are being obtained
- Quotes from two local electricians are being obtained
- Landscaping plan will be updated and finalized for submittal to MnDOT
- Existing signs will be removed by Public Works

Sam Williams, Eagle Scout candidate, will be present at the meeting to provide an overview of his project and assistance with the signs.

Budget

Attached is a spreadsheet of the budget. Additional numbers will be added as costs are finalized.

Action:

No action needed at this time, for information only.

Item	Cost	Vendor	Status
Sign Base	\$22,800	American ArtStone	Completed
Metal Sign	\$6,693.51	JIT Metal	In production
Footing/Foundation	Out for quotes	Two local contractors	Planned for June
Electrical	Out for quotes	Two local contractors	Planned for July
Landscaping	Unknown	Unknown	Planned for August
TOTAL (current)	\$29,493.51		
BUDGET	\$50,000		



DATE: June 13, 2018
MEMO TO: NYA Economic Development Commission
FROM: Holly J. Kreft, Economic Development Consultant
RE: Agenda Item V. B. Hotel Study Update

Background:

At the May EDC meeting, the EDC voted to recommend to the City Council to have a STR Global Report with the assistance of Core Distinction Group to determine if an updated comprehensive hotel study was worthwhile.

At their May 31st meeting the City Council voted to authorize staff to proceed with the STR Global Report. Jessica Junker of Core Distinction Group ordered the report on June 4th. MDG LLC also contacted large employers to request information on their hotel costs in 2017.

A copy of the report and recommendation by Core Distinction Group will be presented at the meeting.

Action:

Depends on findings of STR Global Report and analysis. If favorable, discussion on undertaking a comprehensive study. If unfavorable, discussion about feasibility of pursuing a hotel developer at this time.



DATE: June 13, 2018
MEMO TO: NYA Economic Development Commission
FROM: Holly J. Kreft, Economic Development Consultant
RE: Agenda Item V. C. Redevelopment Plan Update

Background:

The Carver County CDA approved the grant request for the planning grant at their May 17th meeting. The City Council approved the grant agreement and redevelopment plan proposal at their May 31st meeting. Attached is a copy of the proposal for your reference.

The next joint meeting is Wednesday, July 18th at 6:00 p.m. Items on that agenda include:

- Historic Designation Exploration – Michael Koop with SHPO was contacted, but unavailable that evening
- History of Buildings
- Inventory of Vacant Spaces and Owners – Kaarin has been assisting with this project. Attached is the spreadsheet of the Historic Norwood Downtown area. This will also be completed for Historic Young America Downtown. Owners of vacant buildings have been contacted via email or phone if available.
- Banners and Signage
- Events in the Downtowns

Banners and Signage

The EDC was tasked with providing updates on the banners and signage. There are currently 15 banner hangers (4 with banners) in Historic Young America Downtown and 12 banner hangers (none with banners) in Historic Downtown Norwood. Here is a photo of the existing banner:



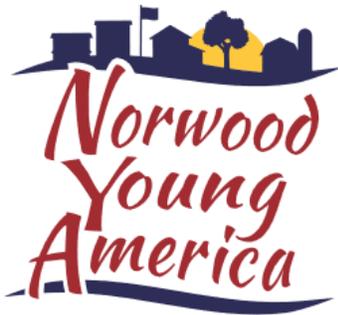
Potential Banners:

Option #1



Logo with tag line in vertical format

Option #2



Logo without tag line in vertical format

Option #3 - Norwood

Use existing logo, but replace "Norwood" with "Historic"

Option #3 – Young America

Use existing logo, but shift "Norwood" down and add "Historic" above

Highway Signage:

Other signage includes signage on Hwy 212 and Hwy 5 for directional signage for the downtowns. There are two signs for each downtown on Hwy 212. There is one sign for the North Downtown on Hwy 5. Currently they state "North Business District" and "South Business District". Staff contacted MnDOT about switching those signs to "Historic Young America Downtown" and "Historic Norwood Downtown". Any updates will be provided at the meeting.

Below is an example of the existing highway sign:



Wayfinding Signage:

There are also wayfinding signs to get to the downtowns. Additional signs could be added to better identify the location of the downtowns. There is also the municipal parking lot in Historic Norwood Downtown which could have an updated sign to reflect Historic Norwood Downtown.

Below is an example of a wayfinding sign:



Action:

Recommendation on the following:

1. Banners. After a recommendation is made, staff will obtain quotes for banners for both downtowns to present at the July EDC meeting.
2. Highway Signs. Confirmation to replace these signs. Updates on cost, process, and timing will be presented as soon as received from MnDOT.
3. Wayfinding Signs. Confirmation to replace these signs and identify locations of additional signs along with costs.



Downtown Redevelopment Plan Proposal

May 22, 2018



25562 Willow Lane
New Prague, MN 56071
www.municipaldevelopmentgroup.com



Company Information

Introduction

Company Information

Municipal Development Group, LLC.

25562 Willow Lane

New Prague, MN 56071

952-758-7399 (office)

952-529-5022 (cell – Holly Kreft)

952-201-4466 (cell – Joanne Foust)

E-mail: hkeftmdg@gmail.com or foustmdg@gmail.com

www.municipaldevelopmentgroup.com



Municipal Development Group, LLC. (MDG), staff has worked in partnership with 47 municipalities, township, and counties providing professional planning, economic development, GIS, and grant writing services over the past 15 years.

Project Management

Ms. Holly Kreft will serve as the primary contact for Norwood Young America Downtown Master Plan managing the process and facilitating discussions.

Ms. Jo Foust will assist Ms. Kreft with data collection, preparation of the Downtown Master Plan, and meeting facilitation, etc.

Mr. Jim Bunning will serve as the GIS Specialist with the responsibility of developing maps associated with the historic downtowns.

MDG, LLC. will subcontract with Westwood Professionals to develop renderings of the two historic downtowns, to include in the Plan.

A combined effort would be utilized to provide the most effective and efficient facilitation of the Downtown Master Plan process.

Scope of Service & Community Input

MDG, LLC. proposes to complete the Downtown Redevelopment Plan. The Scope of Services shall include the following. Staff, Commission, and Stakeholder involvement is identified in the services in **bold** print below:



- Develop an inventory of parcels in and around the two downtowns to identify the age of structures, type of building facade, height, and current use.
- **Work with the City Council, EDC, Planning Commission, and Chamber of Commerce** to identify boundaries for the two downtowns and the Hwy 212 Commercial district.
- Prepare GIS maps to illustrate the boundaries of the two downtowns and the Hwy 212 Commercial district.
- **Incorporate data from the Historical Society** on the historical significance of various buildings in the two downtowns.
- **Facilitate discussions every other month with representatives from the City Council, EDC, Planning Commission and Chamber to identify the strengths, challenges and implementation steps to build on strengths and address challenges in the downtowns.**
- **Work with the City Council, EDC, Planning Commission, and Chamber of Commerce to complete the following:**
 - Outline potential architectural design elements, that are period appropriate, for each downtown.
 - Identify potential streetscape elements to incorporate in each downtown.
 - Outline signage opportunities including wayfinding signs, banners, etc.
 - Address connectivity of the three commercial districts for vehicular and pedestrian traffic.
 - Identify funding sources and redevelopment programs to assist in encouraging building owners to invest in their buildings.
- **Conduct a Stakeholder meeting(s) to obtain input on proposed plans for the two downtowns, inviting building owners/tenants to attend.**
- Summarize short term and long range implementation steps.
- Work with a landscape architect to prepare two renderings (one of each downtown area).
- Develop and refine a final Downtown Redevelopment Master Plan incorporating the elements identified in the above Scope of Services.

Timeframe & Milestones

MDG, LLC. proposes to continue to work with the EDC on a monthly basis, as the project lead, and meet quarterly at a Joint Meeting of the City Council, EDC, Planning Commission and Chamber of Commerce to develop the Master Downtown Redevelopment Plan. Following are proposed timeframe and milestones:



June, 2018: Review and finalize with the EDC, the following:

1. The inventory of parcels in and around the two downtowns to identify the age of structures, type of building facade, height, and current use.
2. The boundaries for the two downtowns and the Hwy 212 Commercial district.
3. The GIS maps which illustrate the boundaries of the two downtowns and the Hwy 212 Commercial district.

July, 2018: Joint Meeting of the City Council, EDC, Planning Commission, and Chamber of Commerce to review the following:

1. Explore Historic Designation (SHPO information)
2. Begin identifying the history of buildings in the downtowns
3. Review the inventory of vacant spaces and owners of downtown buildings
4. Review Financial Incentives which may be available to encourage and assist with redevelopment
5. Infrastructure Review: Identification of missing trees, sidewalk improvements needed, bench locations, etc.
6. Discuss potential Banners and Signage for the downtowns
7. Identify potential events which could be held in the Downtowns to draw customers and tourists

September, 2018: Joint Meeting of the City Council, EDC, Planning Commission and Chamber of Commerce to review the following:

1. Data from the Historical Society on the historical significance of various buildings in the two downtowns.
2. Potential architectural design elements, that are period appropriate, for each downtown.
3. Potential streetscape elements to incorporate in each downtown.
4. Connectivity of the three commercial districts for vehicular and pedestrian traffic.

November/December, 2018

1. Summarize short term and long range implementation steps.
2. Work with a landscape architect to prepare two renderings (one of each downtown area)
3. Conduct a Stakeholder meeting(s) to obtain input on proposed plans for the two downtowns, inviting building owners/tenants to attend.
4. Develop and refine a final Downtown Redevelopment Master Plan incorporating the elements identified in the above Scope of Services.

MDG, LLC. is open to modifying the above schedule to meet the needs of the City of Norwood Young America.

Resumes

Joanne Foust, Principal/Owner of Municipal Development Group, LLC.

has over twenty years of experience in municipal government, both in the public and private sectors, Foust enjoys a successful track record in municipal planning, economic development, finance and grant writing.



Economic Development Experience: Ms. Foust has assisted a number of communities with various economic development projects including but not limited to: successful business recruitment and financial packaging, authoring of successful grant applications for new industrial park development, development of Highway Commercial and Downtown Redevelopment Strategic Plans and subsequent implementation of plans, establishment of EDAs, establishment of a Chamber of Commerce, development of Business Subsidy Policies, funding guidelines, applications and review processes; creation of marketing materials and proposals and creation of new economic development programs.

Planning Experience: Ms. Foust has most recently authored Comprehensive Plans for the cities of Jordan, New Prague, Belle Plaine, Montgomery and Lonsdale. She has prepared new and amended numerous zoning and subdivision ordinances; prepared master park plans; and completed the review process for various subdivisions, site plans, variance requests, conditional use permits, interim use permits, etc. Ms. Foust has over 20 years of experience in municipal planning having served as the Community Development Director (Zoning Administrator) for the cities of St. Peter and Belle Plaine prior to transitioning to consulting.

Grant Writing: Ms. Foust enjoys a successful track record with grant writing for municipalities including numerous grants through the Minnesota Department of Employment and Economic Development, Initiative Foundation, MnDOT, AgStar, etc.

Education: Ms. Foust has a Bachelor of Science Degree with a double major in Business Management and Economics from the University of Minnesota, Morris, and has completed coursework toward a Master's in Public Administration.

Resume

Holly Kreft, Associate

Ms. Holly Kreft joined Municipal Development Group, LLC. on a part-time basis, in 2016, with a focus in economic development and project management. Ms. Kreft is a diplomatic leader who values others' opinions. She is a strong communicator who is comfortable in small or large group settings. She is well-organized with an ability to multi-task.



Experience: Ms. Kreft served as the City Administrator for the City of Belle Plaine from July 2014 to June 2016. During her tenure as Administrator she oversaw full-time staff of 22 in various departments including Finance, Public Works, Community Development, and Police; coordinated multiple agency approval of a \$5 million City constructed overpass; and updated numerous City policies including Personnel Policy, Fire Department Handbook, and Long Term Financial Plan.

Prior to serving as a City Administrator Ms. Kreft served as the Community Development Director for the City of Victoria, from September 2006 to July 2014. During this eight-year timeframe she oversaw planning and economic development activities for the City including the development of over 200 single family home lots; served as staff to numerous committees and special projects including the City's Comprehensive Plan; successfully secured over \$600,000 in grants for the City; and coordinated the Hwy 5 marketing plan for reconstruction and closure of Hwy 5.

Ms. Kreft also served as the Community Development Director for the City of Belle Plaine from January 2001 through August 2006. She oversaw planning and economic development during a high growth period; served as staff to the Planning Commission, Economic Development Authority, Design Committee, and the Belle Plaine Community Foundation and served as interim City Administrator for seven months.

Education: North Dakota State University. 1992-1996 •Bachelor of Science - Major: Geosciences, minor anthropology •McNair Scholar, National Honors Society, Deans List for 5 semesters
•Co-author of "Tundra-Forest Transition during the Last Glacial Maximum" in the Journal of Quaternary Science University of Iowa. 1997-1998
•Master of Science - Major: Geology
•Master's thesis: Paleocology of the Upper Mississippi River Valley during the Last Glacial Maximum

Resume

Jim Bunning

As the GIS Specialist for MDG, LLC., Jim has facilitated the mapping process for MDG, LLC. staff since 2006, creating maps for 25 MDG, LLC. client cities. Maps provided include those for comprehensive plans, economic development projects, floodplain and shoreland ordinances, park plans, etc.

GIS Guru/Owner RedHot GIS, Apple Valley, MN. Jim established his own GIS consulting company in March of 2004 and provides custom maps, data manipulation, and Custom ArcIMS Site development to clients.



Project Cost

The following compensation schedule is based on meetings over a six-month year period, estimated at an hourly rate of \$90 per hour, with a not-to-exceed bid of \$8,000. It is understood that 50% of the cost or \$4,000 will be covered through a grant provided by the Carver County CDA.

Additional meetings beyond the regular monthly EDC meetings, Joint meetings in July, October and Stakeholder meeting in December, would be invoiced at an additional \$300 per meeting. MDG, LLC. Invoices on a monthly basis for work completed.

Other expenses are as follows:

Mileage: At federal reimbursement rate, which is currently \$0.545 per mile

Binding: Actual cost of materials (receipts are kept on file).

Copying: We encourage our clients to make copies whenever possible, thereby, providing additional cost savings. If MDG, LLC. provides copies the following rate schedule applies:

Single-sided monochrome, 8½ X 11:	.07/copy
Double-sided monochrome, 8½ X 11:	.14/copy
Single-sided monochrome, 11 X 17:	.25/copy
Single-sided color, 8½ X 11:	.14/copy
Single-sided color, 11 X 17:	.95/copy

PID	Address	Owner	Owner Address	Owner Email	Owner Phone	Realtor	Realtor Contact	List Price	Status of Building	Owner Contacted
58.670.0200	310 Elm Street West	City of NYA	P.O. Box 59	N/A	N/A	N/A	N/A	N/A	City Hall/Senior Housing	N/A
58.050.0620	122 Union Street North	KJS Ventures 1 LLC (Kenny Schultz)	1026 Sunny Ridge Dr, Carver 55315	kjspropertiesllc@gmail.com	952-292-3725	N/A	N/A	N/A	Apartments	No
58.050.0610	116 Union Street North	Mike Werneke	6908 3rd Ave S, Richfield, 55423			N/A	N/A	N/A	Salon/Apartments	No
58.050.0560	224 Elm Street West	Stacey Horton	P. O. Box 272	staceystitches@gmail.com	952-467-2757	N/A	N/A	N/A	Quilt shop	No
58.050.0570	220 Elm Street West	Greg and Linda Sons	30423 State Hwy 25, Henderson, 56044	lsons18582@aol.com	952-467-2255	N/A	N/A	N/A	Salon/Apartments	No
58.050.0580	Parking Lot	City of NYA	P.O. Box 59	N/A	N/A	N/A	N/A	N/A	Municipal Parking Lot	N/A
58.050.0590	214 Elm Street West	SLS Properties LLD (Schad Lindstrand Schuth)	1721 10th St E, Glencoe 55336	monap@slscpa.com	952-467-2407	N/A	N/A	N/A	Accounting firm	No
58.050.0600	210 Elm Street West	A & B Investments LLC	30603 Oak Avenue, Aitkin 56431	N/A	N/A	Scott Haubrich	scott@buyrentselmn.com	\$139,900	Vacant bar and apartments	Realtor
58.050.0550	116 Morse Street N	Josh Wakefield	116 Morse Street N	N/A	N/A	N/A	N/A	N/A	Single family house	No
58.050.0540	110 Morse Street N	Ricky & Beverly Armstrong	179 Lakeview Terrace Blvd, Waconia 55387	N/A	N/A	N/A	N/A	N/A	Single family house (rental)	No
58.050.0500	124 Elm Street West	Allan and Susan Debner	P.O. Box 309	info@debnerinsurance.com	952-467-3166	N/A	N/A	N/A	Insurance Agency	No
58.050.0490	120 Elm Street West	Roy & Jodie Whitney	P.O. Box 465	N/A	N/A	N/A	N/A	N/A	Single family house	No
58.050.0530	Not Available	Jesse Hunt	421 4th Street W, Carver 55315	N/A	N/A	N/A	N/A	N/A	Vacant residential land	No
58.050.0510	114 Elm Street West	Randall & Wanda Wilson	P. O. Box 368	N/A	N/A	N/A	N/A	N/A	Unknown	No



DATE: June 13, 2018
MEMO TO: NYA Economic Development Commission
FROM: Holly J. Kreft, Economic Development Consultant
RE: Agenda Item VII. Project Updates

Following are project updates from the past month:

1. **Ribbon Cuttings** – Ribbon cuttings were held at Diversified Plumbing and Heating and Resto Espresso. Businesses contacted but not yet scheduled include Northside Grill, Curfman Trucking, NicoleLea Photography, and VisionTech LLC.
2. **Other New Businesses** – Steve will provide an update on the potential new industrial park business. Steve and I met with the new owner of the former Wischnack meat market. He is interested in potentially reopening it as a meat market, so we provided information on that use as well as the requirements for commercial/retail in the downtown. He did purchase it as an investment property.
3. **Business Closing** – Olde Mill House did announce via Facebook that they would be closing at the end of the month. I had previously reached out to them with information on Open to Business. Karen also reached out to them after the announcement.



DATE: June 13, 2018

MEMO TO: NYA Economic Development Commission

FROM: Holly J. Kreft, Economic Development Consultant

RE: Agenda Item VIII. A. 2018 Goals

Background:

Attached are the 2018 Goals as approved in December of 2017. They will be included in the packet each month for review and updates.

Action:

No action required at this time, only for discussion.

2018 Economic Development Commission Goals

	A	B	C
1	Marketing Goals	Deadline	Notes
2	Construction of entrance monument signs	August 24th	Obtaining quotes for footings and electrical; working with Sam Williams on landscaping; deadline of Stiftstungfest to be completed
3	Develop a streetscaping plan for downtowns and Faxon Road	End of 2018	CDA grant received; quarterly meeting on July 18th
4	Continue to post on EDC Facebook page	Monthly	Posted about ribbon cuttings at Diversified Plumbing and Resto Espresso
5	Continue newsletter inserts with City	3rd Quarter	Will have insert in next newsletter
6	Work with NYA Times to develop Business Spotlights	Monthly	Spotlights have been coordinated by Chamber
7			
8	Industrial Development Goals	Deadline	Notes
9	Participate in Carver County Real Estate Expo	4th Quarter	Waiting for response from CDA
10	Participate in southwest Metro marketing/real estate events	As available	
11	Promote the available sites in Tacoma West	Ongoing	Vickerman Expansion; potential new business
12	Host Manufacturer's Week	October	Event will be held in October; potentially at 212 Business Center again
13	Remain in contact with existing manufacturers	Ongoing	
14			
15	Commercial Development Goals	Deadline	Notes
16	Host National Small Business Week event	Completed	Held on May 2nd
17	Conduct ribbon cuttings and ground breakings	Ongoing	Ongoing - pending ribbon cuttings with Curfman Trucking, Northside Grill, and NicoleLea Photography; ribbon cuttings with Diversified Plumbing and Resto Espresso
18	Promote the EDC loan program and Open to Business	Ongoing	Information presented at Small Business Breakfast
19	Investigate the feasibility of applying for Carver County CDA grant	Completed	Awarded at May 17th CDA meeting
20	Actively promote commercial sites and work with owner/realtors	Ongoing	
21	Respond to business leads in a timely manner	Ongoing	
22			
23	Collaboration Goals	Deadline	Notes
24	Support the Chamber of Commerce and events	Ongoing	Joint meetings; Small Business Breakfast; Chamber Luncheon
25	Hold quarterly joint meetings in 2018		Meetings held in January, March, May, July
26	Continue to work with CDA and Open to Business	Ongoing	Lee presented at Small Business Breakfast
27	Conduct a check-in with businesses one year after opening		Contacted Sam with Dune Buggy Supply and Michael Weast with Autec