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4 **Winona County Economic Development Authority**
5 **Thursday July 28, 2022 - 4:30 p.m.**
6 **Location: County Office Building, Boardroom**
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11 **Members Attending:** Commissioners Chris Meyer and Greg Olson, Duane Klein, Mike
12 Kennedy, Ken Fritz

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14 **Members Absent:** Ex-Officio's Linda Soderstrom and Scott Sherman, Jeff Larson, Amber
15 Hamernik, James Doerr, Dusty Liston (CEDA)

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17 **Also attending:** Kay Qualley and Lew Overhaug, Planning & Environmental Services staff;
18 Assistant County Paul Ellison, Winona County Attorney's office

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20 **Regular Meeting**

21 **1. Call to Order**

22 President Duane Klein called the meeting to order at 4:30 p.m.
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24 **2. Approval of Agenda**

25 On motion by Commissioner Meyer and seconded by Greg Olson, the EDA voted to
26 approve the agenda. Vote: Yes – All.
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28 **3. Approval of Minutes – April 28, 2022**

29 On motion by Mike Kennedy and seconded by Commissioner Meyer, the EDA voted to
30 approve the minutes. Vote: Yes – All.
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32 **4. Financial Reports, Kay Qualley**

33 **A. April – June 2022**

34 Kay Qualley reviewed the financial reports with the EDA and the balance of the
35 Revolving Loan Fund, as of June 2022.
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37 On motion by Greg Olson and seconded by Mike Kennedy, the EDA voted to approve
38 the April-June 2022 financial reports. Vote: Yes – All.
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40 **5. Loan Updates, Kay Qualley**

41 **A. Current Loan Status**

42 Kay Qualley showed the financial statements which indicated that no loans are over
43 30 days in payment arrears. No new applications were received. Additionally, Kay
44 Qualley explained the status of the three outstanding loans through the EDA. A
45 PowerPoint was presented to provide more detail about the three loans.
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B. Bank Visits and Website Updating

One key accomplishment with the new EDA and CEDA partnership is achieving the goal of conducting bank visits in person to better explain the Revolving Loan Program. D. Liston is tracking contacts at the banks and responses. President Klein commented that once interest rates drop, more gap financing loans will come to the County. The marketing of the RLF will need to continue.

The website is looking better as well thanks to the efforts of our new EDA Specialist. Suggestions from the EDA have been implemented and broken or less relevant links removed and replaced with more current information for businesses.

6. New Business

A. Housing Study ARP Act Approval Update, Lew Overhaug and Kay Qualley

K. Qualley provided a PowerPoint about the status of the Housing Study. ARP Act funding was made available, and Commissioners were thanked for their critical support. Approval for the lower number of the request (\$42,500 as opposed to \$69,600) will necessitate additional funding in 2023 from several sources, including the EDA operating budget, however, being able to move this important project forward is a key piece for the EDA and Winona County. The timing is good, just prior to the Comprehensive Plan re-do, but the Study will also aid housing developers, provide hard numbers for grant opportunities, all toward housing future workers. Requests for Proposal will be developed but the current working estimate is \$75,000 for the project, and prior to actual bids being received, that figure is very preliminary.

Prior to the award Ms. Qualley met with the City of Winona Economic Development professionals Lucy McMartin and Nick Larsen to obtain their input and to ask if city participation and funds to help conduct the housing study might be budgeted for 2023. Depending on the amount of budget assistance requested or available, the City of Winona indicated interest, as their last Housing Study is already six years old. D. Liston contacted the cities of Goodview, Lewiston, and St. Charles to confirm their previous interest and to request their financial participation via their 2023 budgets, as well. The housing study RFP should go out prior to the end of the year and be completed during the first half of 2023.

K. Qualley presented the other ARP Act general infrastructure funding as approved by the County Board which could have a positive impact for future housing. These projects include the City of Utica’s new well, and an extensive multi-partner project in St. Charles (Habitat for Humanity and partners) were funded for \$338,206, which involves land purchase and building of 5-6 twin homes (10-12 units), which will be an important addition to their housing stock. Also, the Winona Port Authority – 60 Main Project received funding.

91 **B. EDA Specialist Report**

92 A report was provided in the EDA packet. A spreadsheet is tracking banks and the
93 representatives with whom D. Liston has met with in the last quarter. The feedback
94 from the commercial lenders is that the loan program could be a fit for many of the
95 bank’s clients due to the economy.

96
97 In addition, Bluff Country Co-Op and Metz Creamery site visits yielded positive
98 feedback about how well these loan holders are doing both with product lines and
99 staff additions. They provided information to update jobs reporting sheets for 2022.

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101 The EDA discussed production of a value-added local food map (cheese producers,
102 wineries, produce markets, etc.) and staff is working to identify locations to help
103 promote them through local residents and tourists. When it is ready, it will be sent
104 to VISIT WINONA, placed on the EDA website, etc.

105
106 **C. Metz Creamery**

107 Dusty, CEDA Senior VP, CEDA grants department, and Jim Gage from the University
108 of Wisconsin will meet to discuss grant options for the business. The Harvest
109 Entrepreneur Network (HEN) Toolkit was in discussion toward helping Metz
110 Creamery to start a local hub for food distribution and aggregation.

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112 **7. Old Business**

113 Child Care is a top concern according to the survey of priorities from 2020/2021. MN DEED
114 has a Child Care grant that has opened until August 30, 2022. D. Liston will post
115 information and links on the EDA portion of the County website.

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117 **8. Member Updates Reports/Comments**

118 The EDA has currently nine full members with two. One opening has not yet been filled by
119 the County Board and one member has been unable to attend or communicate for the
120 last four meetings. The EDA has a 3 “No Call No Show” limit in their policies and the
121 individual will be contacted. This may create two openings making obtaining a quorum
122 more challenging.

123
124 Others comments and information: members mentioned that a Housing Study Trust fund
125 could help us qualify for funding (10 percent of the balance). Also, Family Night on the
126 farm will take place on August 4, 2022.

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128 **9. Adjournment**

129 On motion by Greg Olson and seconded by Mike Kennedy, the EDA voted to adjourn at
130 5:18 p.m. Vote: Yes – All.

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132 Notwithstanding the need for contract review or new loans, the next scheduled meeting
133 is October 27th, 2022.

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135 Respectfully Submitted by:
136 Kay Qualley, Planning & Environmental Services Director
137 Acting Director, Winona County EDA

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Signed by: 
_____ EDA President/Vice President

10.27.22
Date