

**UNAPPROVED
MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 11, 2011
5:30 PM**

CALL TO ORDER:

Ted Phillips EDA President called the Regular Meeting of the Wyoming Economic Development Authority to order for January 11, 2011 to order at 5:30 P.M.

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Economic Development Authority were present: EDA Members, Ted Phillips, Nate Wilner, Jerry Owens, Eric Peterson and Linda Nanko Yeager

Absent:

Also Present: City Administrator Craig Mattson, City Staff Member Robb Linwood and Chisago County HRA/EDA Director Chris Eng

DETERMINATION OF A QUORUM:

The EDA Chairman determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the Economic Development Authority on items not on the current Agenda. Items requiring action maybe deferred to staff for research or future EDA Agendas if appropriate."

"NO COMMENTS RECEIVED"

APPROVAL OF MINUTES:

- 1 Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota Economic Development Agency for October 11, 2010.**

A MOTION WAS MADE BY EDA MEMBER OWENS, SECONDED BY EDA MEMBER PHILLIPS, TO APPROVE THE "REGULAR MEETING" MINUTES OF THE WYOMING, MINNESOTA ECONOMIC DEVELOPMENT AUTHORITY FOR OCTOBER 11, 2010

Voting Aye: Phillips, Wilner, Owens, Peterson and Nanko-Yeager

Voting Nay: None

Abstain: none

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

NEW BUSINESS

2. Appointment of EDA Positions for 2011

President Phillips believed that the roles should not be voted on until the vacancies on the EDA have been filled

A MOTION WAS MADE BY EDA MEMBER PHILLIPS, SECONDED BY EDA MEMBER WILNER TO APPOINT EDA POSITIONS AT A FUTURE MEETING WHEN EDA VACANCIES ARE FILLED.

Voting Aye: Phillips, Wilner, Owens, Peterson and Nanko-Yeager

Voting Nay: None

Abstain: None

3. Chris Eng – Chisago County EDA Update and Information Regarding the Small Business Assistance Office

Chisago County HRA/EDA made an arrangement with Brainerd SBA for small business counseling. Chisago County will now provide one on one business counseling for any small business located in Chisago County. This service can be used many reasons including for making projections or helping businesses prepare business plans for when they bring their information to a bank for a business loan.

SBA funds the program so Chisago County is not paying for any of it. At the Wyoming Business Association meeting next Tuesday the 18th Chris Eng will be giving a presentation for the SBA Counseling. Chris Eng went through business analysis classes so he can be a certified counselor. With these tough times this service is very valuable to businesses in Chisago County. The service is available for new and existing businesses. EDA asked if Chris Eng for presentation given to WABA at our next EDA meeting. SBA considers small businesses anything less than 500 employees.

Chris also thought that it would be a good idea to make a work plan for 2011 and set some goals that the EDA would like to achieve short term and long term. Make 3 realistic Goals for 2011.

The Mission statement for the Wyoming Economic Authority is retain current and attract new commerce and industry to the City of Wyoming; allowing the City to maintain and grow it's long term economic tax and employment base. This is to be accomplished by providing a systematic proactive approach for building a rapport with the current business community as well as developing a methodology to attract new business.

The EDA believes that we need the following:

1. Systematic plan to market ourselves, not waiting for someone to come to us, try to target businesses and reach out to them. Fairview medical area is a good place that could start. We have the area with the large hospital; we need to focus on the ancillary services (oncologist, other dr., etc). Start with the Health industry and filing in the lots on 257th Street.
2. What kind of conference facility could we have that could be marketable to some of the businesses in the area and other businesses in the area?
3. NW Quadrant, look at this piece of land and see what we can do or if we can rekindle interest with the developer.
4. Shop Local, mainstream markets, marketing for local business, local businesses.
5. Bingham Property, we need to refinance in 2011, Chisago is most likely going to make a principal payment to pay off their end of the property. We can take a look at the current loan, we may be better off paying of some of the principal down as well. Intensify marketing efforts on this property.
6. Hwy 8 – What opportunities exist?
7. Downtown Re-development. Tank Farm

PRIORITIES OF GOALS

What are the true barriers that we face on each of our goals? We will go through the list at the next meeting and assign Roles. The EDA members would like to see a rotation on attending Wyoming Area Business Association meetings.

ROTATION ON WABA MEETINGS

Ted Phillips-January
Eric Peterson – February
Linda Yeager – March
Jerry Owens – April

OLD BUSINESS

4. Discuss Letters of Interest –

Ted Phillips and City Administrator Mattson would give interviews and then recommend candidates. Linda and Eric would like to have a council liaison there for the interviews. Ted Phillips believes it is not necessary for council to attend the interviews. Linda Nanko Yeager would like to attend the EDA Interviews to represent the city council. President Phillips would

like to do a half an hour interview on each candidate. Interview schedules will be worked out as soon as possible.

A MOTION WAS MADE BY EDA MEMBER OWENS SECONDED BY EDA MEMBER NANKO-YEAGER, TO ADJOURN THE JANUARY 11, 2011 "REGULAR MEETING" OF THE WYOMING, MINNESOTA ECONOMIC DEVELOPMENT AUTHORITY MEETING AT 7:02 P.M.

Voting Aye: Phillips, Wilner, Owens, Peterson and Nanko-Yeager

Voting Nay: None

Abstain: None