



Meeting Agenda

February 4, 2019 (7:00PM)

Please call 507-479-3219 if you are unable to attend

- I. Call meeting to order**
- II. Agendas & Minutes**
 1. Consider 2/4/2019 Agenda
 2. Consider 1/14/2019 Minutes
- III. Bills and Communications:**
 - A. RLF Fund Balance: \$682.72 (as of 1/30/2019)
- IV. Monthly Reports/Updates:**
 1. Mayor's report
 2. Council Liaison report
 - i. Mark Wentzlaff
 - ii. Diane Brown
- V. Unfinished business:**
 1. Update on Green Isle Refrigerated Warehouse MIF application
 2. 2019 Goals and Initiatives
 3. Succession Planning Event with University of Minnesota Extension– February 8, 2019
- VI. New Business:**
 1. Information on Veterans Memorial Park
 2. 2018 Annual Report
 3. Update from Council Member Wentzlaff on RS Fiber
- VII. Board and Director Comments**
- VIII. Adjournment**



II. 2.

January 14, 2019 (7:00PM)

I. Call meeting to order

Members Present: Mark Wentzlaff, Scott Vos, Jason Mackenthun, Diane Brown, Victor Schwartz, Denise Schuft

Members Absent: Mark Miller

Staff Present: Amy Newsom

Guests Present: Mayor Joe Kreger

II. Oath of Office – Victor Schwartz and Denise Schuft

III. Election of Officers

1. President – Mark Wentzlaff
 - i. Motion made by Brown, second by Mackenthun to elect Mark Wentzlaff as President. Motion carried.
2. Vice President – Diane Brown
 - i. Motion made by Schwartz, second by Vos to elect Diane Brown as Vice President. Motion carried.
3. Secretary – Amy Newsom
 - i. Motion made by Vos, second by Brown to elect Amy Newsom as Secretary. Motion carried.

IV. Agendas & Minutes – motion to approve the agenda and minutes by Vos, second by Brown. Motion carried.

1. Consider 1/14/2019 Agenda
2. Consider 11/5/2018 Minutes

V. Bills and Communications:

A. RLF Fund Balance: \$509.04 (as of 1/8/2019)

VI. Monthly Reports/Updates:

1. Mayor's report
 - a. Kreger reported that the City has finalized the sale with Bartels, Green Isle will be hosting a baseball game on Saturday, May 11 between the St Paul Saints and the Crow

River All Stars, and that housing is still moving in Green Isle, 3 lots sold on Lake Erin, 115 E Shamrock sold.

2. Council Liaison report
 - i. Mark Wentzlaff - none
 - ii. Diane Brown
 - a. Brown updated the EDA on the Veteran's Park stating that they are moving onto phase II with some figures, benches, easels to commemorate military, police, fire, etc.

VII. Unfinished business:

1. Update on Green Isle Refrigerated Warehouse MIF application
 - a. Newsom reported that she is waiting on a document from Bartels to submit the MIF application.

VIII. New Business:

1. 2019 Goals and Objectives
 - a. EDA Board discussed several goals and objectives for the EDA. Newsom will summarize for the Board to approve at the February meeting.
2. Discussion on business interest in Industrial Park
 - a. Newsom reported that she has received interest in the industrial park. Discussion on Bartels having Right of First Refusal on the remainder of the park.
3. Sibley County Business Expo
 - a. Brown will speak with the Green Isle Community School about sharing a table at the Expo on April 22.
4. Succession Planning Event with University of Minnesota Extension— February 8, 2019
 - a. Newsom invited all of the EDA members to attend the event on February 8. Kreger, Brown, and Schwartz plan to attend. Wentzlaff and Mackenthun may be able to attend.
5. Discussion on Green Isle Community School Child Care Center
 - a. Newsom and Mayor Kreger reported that they met with GICS Board members to discuss the open spots at the child care center. Newsom reported that the school is working with First Children's Finance on their business plan. Kreger and Newsom also discussed the need for more marketing of the center. Kreger stated that the community may have to come together for a fundraiser to pay for some of the initial costs of setting up the child care center.

IX. Board and Director Comments

- X. **Adjournment** at 8:10 p.m. Motion made by Vos by adjourn the meeting, second by Brown. Motion carried.

2019 GOALS AND INITIATIVES

A. 2019 Goals

- Identify areas of need/improvement in the community
- Work with Council to create a stronger Planning and Zoning Commission
- Work with Council on the City's nuisance properties
- Work with Council to create an EDA budget
- Walking path south of HWY 25
- Adjust Commercial Lots Policy
- Future Industrial Park
- Explore other internet provider options

B. Ongoing Initiatives

- Attract Businesses
- Promote the City of Green Isle



A silver tsunami of baby boomer retirements will sweep the nation in the coming years. Sixty percent of current small business owners were born before 1964, and during the next 17 years, a baby boomer business owner will turn 65 every 57 seconds.

Rural communities are especially concerned about retiring baby boomers who plan to sell their businesses. The health of small businesses is critical to rural economies. They not only provide jobs, but also important goods and services needed for rural quality of life.

Beyond economic contribution, small businesses also play a crucial role in the civic and philanthropic life of rural communities. For small business owners in rural areas, the community is not just where they conduct business — it is also their home. The economic and civic structure of the community benefits from their success.

In 2016, The University of Minnesota Extension studied how small rural communities will keep businesses as a massive generational transfer of ownership and leadership occurs. They conducted their research to help communities understand what they can do to help businesses transfer successfully.

On Friday February 8th, Extension will present the insights gleaned from their research and highlight some actions that community leaders can undertake to support successful business transitions in their town.

Sibley County Community Development along with the University of Minnesota Extension and Small Business Development Center of Mankato will be hosting a Succession Planning event for Community Leaders such as Council Members, EDA Members, Planning and Zoning, and other community boards on:

- **Friday, February 8, 2019 from 11AM—1PM at the Sibley County Service Center in the Sibley Room, 111 8th Street, Gaylord, MN 55334.**

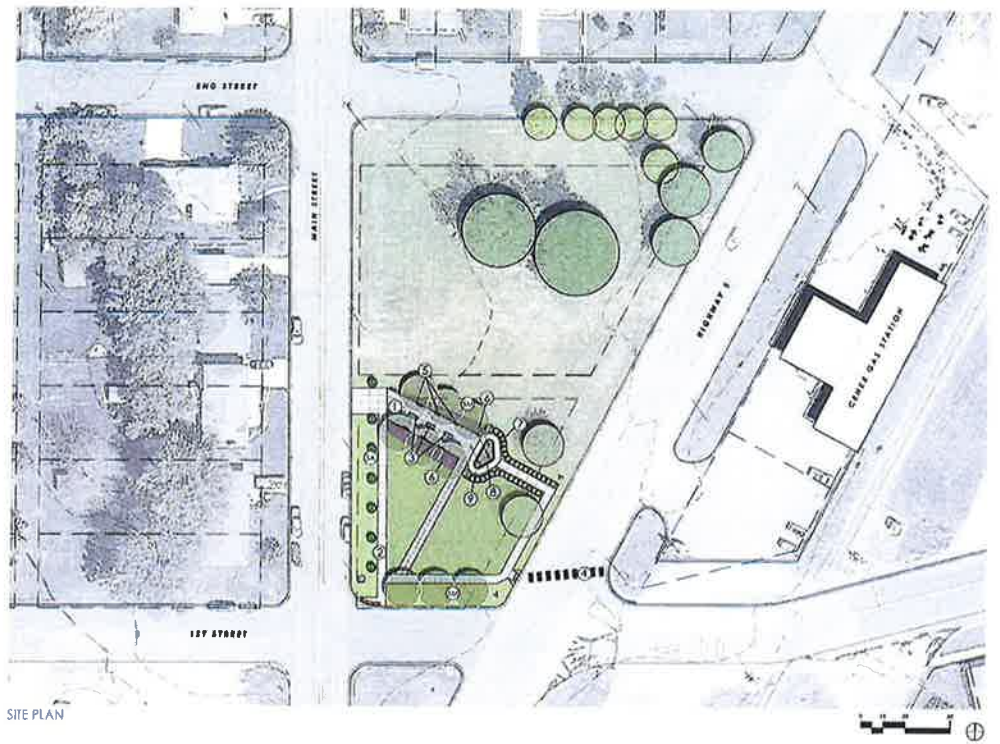
This event is free of charge, but we ask that you please register. For more information or to register for this event please contact Amy Newsom at 507-237-4117 or CommunityDevelopment@co.sibley.mn.us



Green Isle Veterans Memorial |

Green Isle, Minnesota

- CIRCULATION ||**
- ① Memorial Walk
 - 20' wide concrete central axis walk
 - ② Concrete Pavement
 - 6' wide concrete walkway
 - ③ Bench
 - Three benches placed across from each of the monuments with ADA accessible pad
 - ④ Crosswalk
 - Proposed crosswalk for safe access to restrooms
- ELEMENTS OF REMEMBRANCE ||**
- ⑤ Upright Signage
 - Locally fabricated upright signage
- VEGETATION ||**
- ⑥ Perennial Planting
 - Low, ground cover, low maintenance
 - Plant recommendations: Creeping Phlox + Walker's Low Calamintr
 - ⑦ Shrub Planting
 - Low, globe form, low maintenance
 - Plant recommendations: Chicago Land Green Boxwood + Dwarf Burning Bush
 - Trees
 - Sugar Maple (SM)
 - Stryckel Arborvitae (SA)
- EXISTING FEATURES ||**
- ⑧ Flags + Raised Planter Bed
 - Preserve and maintain existing plant material and planter bed
 - ⑨ 4' Concrete Walk



SITE PLAN



**City of Green Isle
Economic Development Authority
Annual Report 2018**



Photo: EDA 2018 members

Front Row (Left to Right): Diane Brown, Scott Vos, Randal Bruegger (President)

Back Row (Left to Right): Mark Miller, Jason Mackenthun, Mark Wentzlaff (Vice-President)

City of Green Isle
Economic Development Authority
Annual Report 2018

Report Contents:

- I. Green Isle Economic Development Authority
- II. 2018 Goals and Objectives
 - A. Create and use an EDA bank account
 - B. Create and Economic Profile for the City of Green Isle
 - C. Promote the City
 - D. Create and maintain a City Facebook account
 - E. Attract businesses to Green Isle
 - F. Identify area of Improvement
- III. Activity Report
 - a. USDA Rural Development Grant Application
 - b. New Businesses in the Industrial Park
 - c. Child Care Center at the Green Isle Community School
 - d. Advertising and Purchase of Residential Lots
 - e. Christmas Lights
 - f. SMIF grant
 - g. EDA Website Content
- IV. 2019 GOALS AND INITIATIVES
 - A. 2019 Goals
 - B. Ongoing Initiatives
- V. Conclusion

I. GREEN ISLE ECONOMIC DEVELOPMENT AUTHORITY

The Green Isle Economic Development Authority (EDA) is governed by a six member Board of Directors. The Board consists of two members from the business community, two residents, and two City Council liaisons. The structure of the board during 2018 is provided in the table below.

Member	Position	Affiliation	Term Expires
Randal Bruegger	President	Green Isle Resident	Resigned in 2018.
Mark Wentzlaff	Vice President, Board of Directors	City Council	12/2022
Diane Brown	Member, Board of Directors	City Council	12/2020
Scott Vos	Member, Board of Directors	Business Owner	12/2021
Mark Miller	Member, Board of Directors	Business Owner	12/2022
Jason Mackenthun	Member, Board of Directors	Green Isle Resident	12/2023

Two members; Diane Brown and Jason Mackenthun were sworn in as EDA members on January 10th, 2018.

The EDA is also currently contracting with Sibley County for Economic Development Assistance. Amy Newsom is currently filling this position.

II. 2018 GOALS AND OBJECTIVES

At the start of 2018, the EDA specified several goals and objectives to be accomplished throughout the year, including creating and using an EDA bank account, attracting businesses to Green Isle, promoting the City, creating an economic profile and a City Facebook page, and identifying areas of need/improvement in the community. The following were undertaken.

A. Create and use an EDA bank account

The Green Isle EDA has opened a bank account for its portion of the revolving loan fund. The EDA received the USDA funds of \$10,000 and City funds of \$5,100 in September of 2018. JIT Companies was awarded the first revolving loan.

B. Create an Economic Profile for the City of Green Isle

The Green Isle Economic Development Profile, highlighting transportation, the community school, housing and the industrial park is currently being arranged and compiled by the Economic Development staff. The economic profile can be found on the City of Green Isle's website.

<http://www.Cityofgreenislemn.org/wordpress/wp-content/uploads/2019/01/RESOURCE-PROFILE-FOR-ECONOMIC-GROWTH-Final.pdf>

C. Promote the City

Green Isle EDA promoted the City at the 2018 Sibley County and Community and Business Expo in April of 2018. The City has also created a Facebook page to promote City incentives and events. Newsom is also working with Michael Piotter to keep the website updated.

D. Create and Maintain a Facebook account

EDA Director Amy Newsom created a City Facebook page and is currently handling its management to help promote the City.

E. Attract Businesses to Green Isle

The EDA Board moved to market and promote the Industrial park, and as a result, the City received a new business (Green Isle Refrigerated Warehouse) in the park and several more presented interest in moving to Green Isle.

F. Identify areas of Improvement

The EDA Board discussed grant fund acquisition and improvements to be made by 190 McGrann Street, in efforts to build a sidewalk for

children attending the Green Isle Community School. Green Isle was notified by MnDOT that they would put a sidewalk in.

III. ACTIVITY REPORT

In addition to the identified goals and objectives above, there were other activities undertaken by the EDA in 2018. These included:

a) USDA Rural Development Grant Application

The Green Isle EDA made the grant application to the United States Department of Agriculture for a grant under its Rural Business Development Grant Program and received the funds to be used under the EDA Board administration. Director Amy Newsom contacted various businesses to have them apply for the loan and ultimately awarded the first loan to JIT Companies.

b) New Businesses in the Industrial Park

The EDA held a ribbon cutting with Timberline Wood Products in the fall of 2018.



The EDA/City Council also signed a purchase agreement and close on 3 lots in the industrial park with Allen Bartels for the Green Isle Refrigerated Warehouse.



The EDA is currently marketing the smaller lot off Highway 5 to attract a fast food place, coffee house or a restaurant.

c) Child Care Center at the Green Isle Community School

Director Brandy Barrett reported that the Green Isle Community School was licensed by the State of Minnesota in September of 2018. The center can accept up to 38 children. For more information on the Child Care Center please call 507-326-7144.

d) Advertising and Purchase of Residential Lots

Residential lots available in the City were posted on the City website by Amy Newsom. The mayor reported that new homes are being constructed in Green Isle, and several lots were purchased in 2018. Marketing for these lots is still ongoing. Information about location and pricing of available lots is on the City Website and Facebook.

e) Christmas Lights

The EDA/City of Green Isle applied for the MVEC Operation Round Up again in August. The City held a fundraising event for July 25th to raise funds for a grant match. We were awarded \$1,000 for the project.

f) SMIF grant

The EDA considered applying for a SMIF grant for the Veteran's Memorial Park, but the Lions were not quite ready to apply before the deadline. We will keep the project in mind for other grant possibilities.

g) EDA website content

The EDA section of the Green Isle City website now includes information on the City news and updates, upcoming community events and the City contact, board packets on the EDA minutes and agendas (June 2017-present), and resources on the Green Isle Tax Abatement Policy, Green Isle TIF policy and application, Green Isle City Brochure, Green Isle Commercial Lots policy, local developer listings, Industrial park lots, business lots, residential homes for sale and drone footage of residential lots.

The EDA portion of the website also includes a link to several resources available on the Sibley County website including: Minnesota Department of Employment, Small Business Development Center, R9, Rural Minnesota Energy Board, Sibley County Funding Sources, Sibley Talk, Southern Minnesota Initiative Foundation, Twin Cities & Western Railroad Company, and Sibley County Workforce information.

IV. 2019 GOALS AND INITIATIVES

A. 2019 Goals

- Identify areas of need/improvement in the community

- Work with Council to create a stronger Planning and Zoning Commission
- Work with Council on the City's nuisance properties
- Work with Council to create an EDA budget
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B. Ongoing Initiatives

- Attract Businesses
- Promote the City of Green Isle

V. CONCLUSION

The EDA successfully reorganized the Board of Directors with the addition of two members and created an EDA bank account for the revolving loan fund.

The EDA spent much of 2018 working to finalize the USDA loan application for the Revolving Loan Fund and working with Bartels on the Green Isle Refrigerated Warehouse project.

Many of the other EDA goals continue to be pursued, including promoting the City and attracting more residents and businesses to grow the community.