

**MINUTES OF THE  
WATERTOWN ECONOMIC DEVELOPMENT AUTHORITY**  
Regular Meeting Thursday, September 7, 2017

Ken Grotbo  
Cory Mitteness  
Matt Jensen  
Deborah Everson  
Lindsay Guetzkow

1. Call to Order and Roll Call

The September 7, 2017 EDA meeting was called to order at 8:31 a.m. by Chairman Ken Grotbo.

Members Present: Ken Grotbo, Cory Mitteness, Matt Jensen and Deborah Everson. Absent: Lindsay Guetzkow

Staff Present: City Administrator Shane Fineran and Clerk/Treasurer Lynn Tschudi

2. Adopt Agenda

Everson motioned, Mitteness seconded to adopt the agenda as presented. All present voted aye. Motion carried.

3. Regular Business

A. Approve July 12th EDA Minutes

Mitteness motioned, Everson seconded to approve the July 12, 2017 minutes. All present voted aye. Motion carried.

B. 2018 EDA Preliminary Levy and Budget

City Administrator Fineran reviewed the 2018 budget and proposed levy. The new deadline to adopt the preliminary levy is September 30, 2017. Chair Grotbo inquired if there is a required fund balance for the EDA fund. Fineran replied that there are no state or city minimum balance requirements.

Everson motioned, Jensen seconded to adopt Resolution 2017-04 EDA, Approving Preliminary Levy for Pay 2018. All present voted aye. Motion carried.

C. Amend BFI Grant Awards

Chair Grotbo clarified for the members that Mario's Italian Kitchen application has changed to include signage in the expenses to be covered by the grant. Fineran pointed out that the Jarvis' application has been amended to include additional qualifying exterior improvement expenses.

Jensen motioned, Everson seconded to adopt Resolution 2017-05 EDA, Awarding BFI Grant Funds to Mario's Italian Kitchen. All present voted aye. Motion carried.

Everson motioned, Mitteness seconded to adopt Resolution 2017-06 EDA, Awarding BFI Grant Funds to Luce Line LLC (Chiropractic Specialist). Jensen abstained from the vote. All others voted aye. Motion carried.

4. Adjournment

There being no further business, Mitteness motioned, Jensen seconded to adjourn the EDA meeting at 8:56 a.m. All present voted aye. Motion carried.