

**CLEARWATER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
OCTOBER 21, 2025**

Call to Order: 8:00 a.m. at City Hall

Roll Call

- Vice President Massmann called the Clearwater EDA to order Tuesday, October 21, 2025, at 8:03 a.m. in the Council Chambers. EDA Members present were Massmann, Senn and Fritz. Member Crandall was absent. Member Vasecka arrived at 8:07 a.m. A quorum was present. Also present was City Administrator Annita Smythe, Community Development Specialist Kimberlie Gramsey, and Park Commissioner Plaggerman.

1. Approval of Agenda

- **MOTION** by Fritz to approve the Agenda as presented, seconded by Senn, all voted aye. **MOTION CARRIED 3-0.**

2. Consent Agenda

- a. **Approval of Minutes from September 16, 2025, Meeting**
- b. **Financial Reports**

- **MOTION** by Senn to approve the Consent Agenda as presented, seconded by Fritz, all voted aye. **MOTION CARRIED 3-0.**

3. Old Business

a. **T.H. 24 Accommodations**

- Gramsey reported “Access to CR 75”, “Business Access” and “Do Not Block Intersection” signs have been installed.

Member Vasecka arrived at 8:07 a.m. and joined the meeting in progress.

b. **EDA Message Board Waiver Request**

- Gramsey provided review of the topic.
- Further discussion was conducted about lowering fees rather than waving fees.
- Massmann suggested a weekly rate and a monthly rate.
- **MOTION** by Vasecka to approve the EDA Message Board Fee Schedule to \$10.00 per slide per week and \$35.00 per slide per month, seconded by Senn, all voted aye. **MOTION CARRIED 4-0.**

4. New Business

a. **Patriot Advertising**

- Presented advertising rates per issue from the Patriot for promotion of the Business Social event.
- Massmann suggested two weeks of advertising prior to the event.
- **MOTION** by Vasecka to approve the two weeks of advertising with the Patriot with ad size of 3.2” by 3.75”, seconded by Fritz, all voted aye. **MOTION CARRIED 4-0.**

b. **Farmers Market**

- Lori Johnson with the Farmers Market stated they are now a 501(c)(3) organization.
- Johnson addressed the EDA to inquire about the possibility of financial assistance from the board.

- Smythe reported that she has contacted the City Attorney. The city is permitted to make donations to a farmers market under a specific statute, and she is currently verifying whether the EDA is also authorized to do so.
- Johnson stated their primary expenses include advertising, the cost of portable restrooms and potential compensation for their market manager, who is currently serving on a volunteer basis.
- Johnson stated that, from the EDA’s perspective, advertising would be the most appropriate item to support, as it attracts customers, drives business to the market, and draws in tourists.
- Smythe stated that she will confirm with the City Attorney whether the EDA is permitted to donate to the farmers market. She noted that the EDA would likely also need to establish the economic purpose such a donation would serve and develop supporting language to justify it.

5. Reports

a. WCEDP Report

- Missy Meidinger with Wright County Economic Development Partnership shared they will be starting a childcare initiative in January.
- New consultant services are available at no cost to small businesses. Interested parties are encouraged to contact Meidinger for an initial screening.
- WCEDP Holiday Social will be December 11th from 4-6 pm at St. Michael theater.
- Annual Meeting will be January 16th at 7:30 am - location to be determined.
- The date for the data center information meeting is yet to be determined.

b. Staff Report

- Trunk or Treat is this Saturday, December 25th from 1-4 pm. Members are encouraged to promote the event and attend if available.
- Gramsey reported that the Holiday Business Open House is scheduled for Tuesday, December 9th from 8-9 am.

6. Next Meeting Date

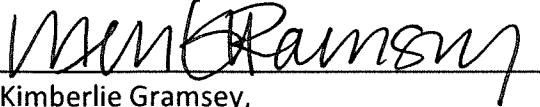
a. Next EDA Meeting – November 18, 2025

- Next meeting date confirmed for November 18, 2025 at 8:00 a.m.

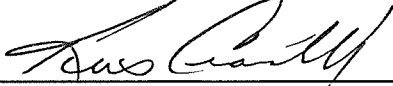
7. Adjournment

- **MOTION** to adjourn by Senn, seconded by Fritz, all voted aye. **MOTION CARRIED 4-0.** Meeting adjourned at 8:56 a.m.

ATTEST


 Kimberlie Gramsey,
 Community Development Specialist

APPROVED


 Kris Crandall
 EDA President