



City of Hinckley

EDA Meeting Minutes

Tuesday, February 10, 2026 at 12:00 PM

Council Chambers (Community Room)

106 First Street SE, P. O. Box 366 | Tel: (320) 384.7491 | Fax: (320) 384.7492 | www.hinckleymn.gov

1. Call to Order

Pursuant to due call and notice, the regular meeting of the Hinckley Economic Development Authority was called to order by EDA Vice President Reid Davis on Tuesday, February 10, 2026, at 12:01 p.m.

Members present: EDA Commission Members: Reid Davis, Tim Burkhardt, Don Zeman, Dave Ubl, Pine County EDA Coordinator Lezlie Sauter, EDA . Members absent: EDA President Wayne Cessna. Also present are City Administrator Leaha Jackson and Planning and Zoning Administrator Mark Perry.

2. Approve Agenda

Motion made by Zeman, Seconded by Burkhardt, to approve the agenda with the addition of 6D. Resolution 01-2026 Appointing Officers for 2026. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.

3. Public Hearings - None

4. Minutes

A. October 14, 2025 Regular Meeting Minutes

Motion made by Burkhardt, Seconded by Zeman, to approve the minutes as presented. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.

5. EDA Payables/Financials

A. October 2025 Financials & Payables- \$57.65

B. November 2025 Financials & Payables- \$0.00

C. December 2025 Financials & Payables- \$0.00

Motion made by Zeman, Seconded by Ubl, to approve the financials and payables as presented. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.

6. New Business

A. Valder's Vehicles

Discussion was had on potential options. There are not many grants, but there may be some gap financing options if needed. Staff also has a contact for the property owner to the south in case they would want to discuss options.

B. Small Business Development Training

The Small Business Development Center used to offer training geared toward small businesses in communities at no cost. They still offer the classes, but the instructor's fee is now \$500 per class. A request has been sent to local EDAs to see if they would help support continuing to

offer these classes in our region. **Motion made by Zeman, Seconded by Ubl, to contribute \$100 per class up to \$500. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

C. Housing Study Update

Housing studies typically last five to six years; the current study dates to 2018. Commission members agreed that housing and the workforce are economic drivers. Staff added that developers and the City will both use the document to demonstrate the need for housing when securing funding. The Initiative Foundation has an economic development grant of up to \$10,000 that we could apply for to help with the cost. The next application period is April 21 - May 29. **Motion made by Burkhardt, Seconded by Zeman, to put together an RFP. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

D. Resolution 01-2026 Appointing Officers for 2026

Each year, the board appoints the officers. Because of the process for changing signers, the board will change the officers every two years. 2026 will be the second year for each position. **Motion made by Zeman, Seconded by Ubl, to approve Resolution 01-206 Appointing Officers for 2026; President Wayne Cessna, Vice-President Reid Davis, Treasurer Donald Zeman, Assistant Treasurer Tom Brmettler, and Secretary Leah Jackson. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.**

7. **Old Business**

A. 2026 Small Cities Development Program Preliminary Proposal

Staff updated the board on the status of the preliminary proposal submittal. The proposal was rated as marginally competitive, and we have been invited to submit a full application. Due by April 15, 2026. Lezlies Sauter, Pine County HRA/EDA, reached out to the local DEED representative for feedback on the preliminary proposal. To make the application more competitive, it was suggested that the City focus on owner-occupied housing, as interest exceeded the available amount. The single focus will also reduce administrative burden, which was somewhat shaky in the last round.

B. USDOT Thriving Communities Program- Stakeholder Meeting, February 6, 2026

Staff provided an update on the Stakeholder Meeting held the previous Friday. Attendance was good, including both Senator Rarick and Representative Nelson. The group took time to see both Main St and the trail from Dunn Ave in person, with a small group completing a walk audit along Fire Monument Rd after the meeting ended.

C. Commonwealth Management Update

The project was not selected. The scoring threshold was higher than in previous years. Ted Goltzman is hopeful about the impending changes to the program requirements and would like to explore another application.

8. **Open Forum**

Board member Ubl reported the school is looking to sell a parcel of property it owns on the west side of town. There is someone interested in putting in single-family homes (40-50), but he asked if they would need to build to the adopted standards. There may be some programs available to help with affordability, but a plan would need to be brought forward to help identify them.

9. **Adjournment**

Motion made by Zeman, Seconded by Burkhardt, to adjourn the meeting at 12:43 p.m. Voting Yea: Davis, Zeman, Burkhardt, Ubl. Motion carried 4-0.