



HERMANTOWN ECONOMIC DEVELOPMENT AUTHORITY

AGENDA

**Wednesday, July 24th 2025 at 5:00 p.m.
Council Chambers
Governmental Services Building**

1. ROLL CALL

2. MINUTES – Approval or correction

3. MOTIONS

3.1 Motion to elect officers: President, Treasurer, and Secretary

Current Officers

- President: Mayor Boucher
- Vice President: Councilor Geissler
- Secretary: Councilor LaBlanc

3.2 Motion to establish the amount of bond at \$300,000 required to be provided by the Treasurer

3.3 Motion to approve Annual Report to the City

3.4 Motion to approve for submission to the City Council a budget for 2026

3.5 Motion to approve a report to the City Council on the Enabling Resolution

3.6 Motion to appoint depositories

3.7 Motion to approve an audit to submit to the City Council

4. PUBLIC HEARING

5. RESOLUTIONS

6. WORK SESSION

6.1 Presentation by Damon Farber on the Uptown Urban Design Master Plan

7. RECESS

CITY OF HERMANTOWN

HERMANTOWN ECONOMIC DEVELOPMENT AUTHORITY

Thursday, June 18th, 2025 at 5:30 PM Central

Council Chambers, City Hall – Hermantown Governmental Services Building

Mayor Wayne Boucher:	Present
Councilor John Geissler:	Absent
Councilor Andy Hjelle:	Present
Councilor Joe Peterson:	Absent
Councilor Brian LeBlanc:	Present
Karen Pionk:	Present
Rob Unzen:	Present

CITY STAFF: Chad Ronchetti, Economic Development Director; Mia Thibodeau, HEDA Attorney;

1. **ROLL CALL**

2. **MINUTES**

A. Approve May 22, 2025 HEDA Minutes

Motion to approve minutes as presented. This motion, made by Pionk and seconded by LaBlanc, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Councilor Andy Hjelle:	Yea
Councilor Joe Peterson:	Yea
Councilor Brian LeBlanc:	Absent
Karen Pionk:	Yea
Rob Unzen:	Yea

Yea: 5, Nay: 0, Absent: 2

3. **MOTIONS**

4. **RESOLUTIONS**

- a. A public hearing was held on a resolution amending the adopted Business Subsidy Policy. No public was present. Director Ronchetti presented a comprehensive effort to review, update, modernize, and consolidate the framework guiding the provision of business subsidies, ensuring transparency, consistency, and alignment with current state requirements and the City's economic development objectives. The

Tax Abatement and Tax Increment Financing policies are intended to be subordinate to the principle Business Subsidy Policy.

Motion to approve. This motion, made by Commissioner Pionk and seconded by Commissioner Unzen, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Councilor Andy Hjelle:	Yea
Councilor Joe Peterson:	Absent
Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea
Rob Unzen:	Yea

Yea: 5, Nay: 0, Absent: 2

- b. Director Ronchetti presented the Cooperative Agreement with St. Louis County to support half the cost of the traffic study related the Uptown Urban design project.

Motion to approve. This motion, made by Commissioner LaBlanc and seconded by Commissioner Pionk, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Councilor Andy Hjelle:	Yea
Councilor Joe Peterson:	Absent
Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea
Rob Unzen:	Yea

Yea: 5, Nay: 0, Absent: 2

5. **WORK SESSION**

6. **RECESS**

Motion to recess at 5:38 p.m. This motion, made by Commissioner Hjelle and seconded by Commissioner LaBlanc, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Councilor Andy Hjelle:	Yea
Councilor Joe Peterson:	Absent


Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea
Rob Unzen:	Yea

Yea: 5, Nay: 0, Absent: 2

Recorded by:

A handwritten signature in blue ink, appearing to read 'CR', is written over a horizontal line.

Chad Ronchetti, Economic Development Director

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Treasurer’s Bond		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Motion to establish the amount of bond at \$300,000 as required to be provided by the Treasurer required by Section 4.2.

BACKGROUND

Section 3.1.1. Establish the amount of bond required to be provided by the Treasurer required by Section 4.2.

Section 4.2 The Treasurer shall give bond to the state conditioned for the faithful discharge of his/her duties. The bond must be approved as to form and surety by HEDA and filed with the Secretary and must be for twice the amount of money likely to be on hand at any one time as determined at least annually by the HEDA, provided, however, that said bond must not exceed \$300,000.00.


The Fund balance as of 12/31/24 was \$689,802 It is recommended that the bond be set at \$300,000.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Annual Report		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Approve a report to the City as required by Section 4.6.

BACKGROUND

Section 3.1.2. Consider and approve a report to the City as required by Section 4.6.

Section 4.6. HEDA shall, at the annual meeting on a form determined by the City Council of City ("City Council"), approve a written report to the City Council giving a detailed account of its activities and of its receipts and expenditures during the preceding calendar year, together with such additional matters and recommendations it deems advisable for the economic development of the City.

The attached report is for the year 2024.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

2024 Annual Report

Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.



HEDA Annual Report 2024

**Annual Meeting
July 24, 2025**

MISSION AND CHARGE

CHARGE

HEDA was established by the City Council to:

Assume primary responsibility for development activities with the City and;

To preserve and create jobs, enhance tax base, assist with housing initiatives, and promote the general welfare of the people.

MISSION

To intentionally lead economic growth, creating a vibrant and prosperous community

ANNUAL SUMMARY

This Annual Report is provided to the City Council to showcase what activities it has undertaken to uphold its charge and mission, and further intended to satisfy the requirements of Section 3.1.2 and Section 4.6 of the HEDA bylaws.

- **Staffing:**

- HEDA guided the administrative decision to create an Economic Development Director position. In September, a new Economic Development Director was hired and became the new Administrator of the Authority.

- **Hawklane Business Park (formerly Hwy 53 Business Park):**

- Completed the HEDA funded Alternate Urban Areawide Review (AUAR) process with a final report in October. The AUAR created opportunity and clarity to guide and enhance applications for state grants.
- HEDA applied for and was successful in its pursuit of the Greater Minnesota Public Infrastructure Grant from the Department of Employment and Economic Development and was awarded \$2,000,000.
- A Development Contract amongst Hawklane Development LLC, the City, and the HEDA was approved via Resolution 2024-171
- HEDA continued to work with the property owners to recruit potential industrial and logistics users to the site.

- **Bill & Irv's Properties:**

- A Development Contract amongst Bill & Irv's Properties, Inc., the City of Hermantown, and the Hermantown Economic Development Authority was approved via Resolution 2024-169. Part of the Hawklane parcel, the development areas were separated given the eligible use limitation of the infrastructure grant.

ANNUAL SUMMARY CONTINUED

- **Hermantown Marketplace / Stebner Park / Section 24 Development:**

- HEDA continued to focus on the expansion of Hermantown Marketplace, including development within the Stebner Park area, and creating a destination and city center through the creation of a mixed-used commercial core. It led the way to take the required step of rezoning portions of Section 24 from P to HM.
- With the proposal of specific projects (such as a sports dome) guiding its decisions, HEDA began evaluating an Urban Design Master Plan for Section 24 (Uptown) – inclusive of Hermantown Marketplace and Stebner Park – which was intended to guide development, align land uses and infrastructure, and foster community engagement.
- An agreement for professional consulting services with Zimmerman/Volk Associates, Inc. for \$24,500 was approved via Resolution 2024-03H. The study was completed and provides insights into needed housing unit types, price points, and purchase rates, offering clarity and confidence to investors, guiding policy, and promoting a mixed-generation community.

HEDA COMMISSIONERS


- Mayor Wayne Boucher - President
- Councilor John Geissler - Vice President
- Councilor Brian LeBlanc - Secretary
- Councilor Ellie Jones - Treasurer
- Councilor Andy Hjelle
- Dwayne Haapanen
- Karen Pionk

RESOLUTIONS

- September 26, 2024
 - Resolution 2024-169: Approved Development Contract with Bill & Irv's Properties, Inc., The City Of Hermantown And The Hermantown Economic Development Authority.
 - Resolution 024-171: Approved Development Contract with Hawkline Development LLC, The City Of Hermantown And The Hermantown Economic Development Authority.
- October 24, 2024
 - Resolution 2024-03H: Approved agreement (\$24,500 from HEDA funds) with Zimmerman/Volk Associates, Inc. for residential market potential study.

Revenues and Expenditures

As shown elsewhere, in the audit, the fund balance decreased from a starting balance of \$689,802 to an ending balance of \$685,611. Revenue and expenditure reports are attached for greater detail.

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Proposed Budget 2026		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Approve for submission to the City Council a budget for the succeeding year of HEDA as required by Section 4.7.

BACKGROUND

Section 3.1.3. Consider and approve for submission to the City Council a budget for the succeeding year of HEDA as required by Section 4.7.

Section 4.7. HEDA, at the annual meeting, approve a budget for the succeeding year and approve for submission to the City Council. The budget must include a detailed written estimate of the amount of money that HEDA expects to need from the City in order for HEDA to conduct HEDA business during the next fiscal year. The needed amount is what is needed in excess of any expected receipts from other sources.

The attached budget is proposed for 2026

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Proposed Budget 2026

Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.



City of Hermantown Digital Budget Book



Last updated 12/03/24



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FUND SUMMARIES

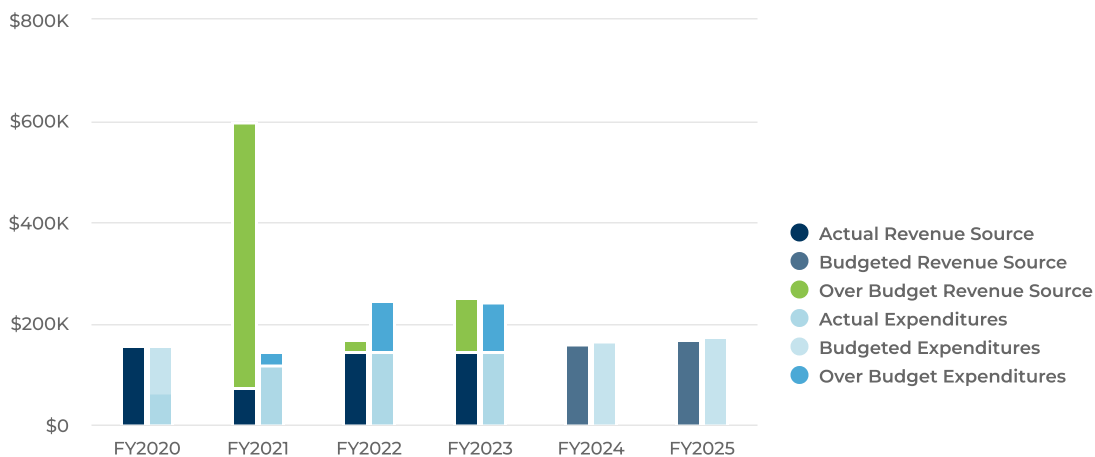


Hermantown Economic Development Fund

The Hermantown Economic Development Authority (HEDA) was established on April 6, 1992 by Resolution 92-29. HEDA is governed by a board of commissioners with seven members. All the members of the City Council are board members plus two public members. The City is financially accountable for HEDA because the City Council approves the budget for HEDA, levies taxes (if necessary), and must approve any debt issuances. HEDA sponsors projects involving tax exempt financing ("conduit financing") for the benefit of outside entities. For this reason, HEDA is reported as a discretely presented component unit. HEDA has no employees, but has contracted with the City for administrative services. Board members do receive pay for each meeting they attend.

Summary

The City of Hermantown is projecting \$169.38K of revenue in FY2025, which represents a 5.5% increase over the prior year. Budgeted expenditures are projected to increase by 6.8% or \$11.14K to \$175.82K in FY2025.



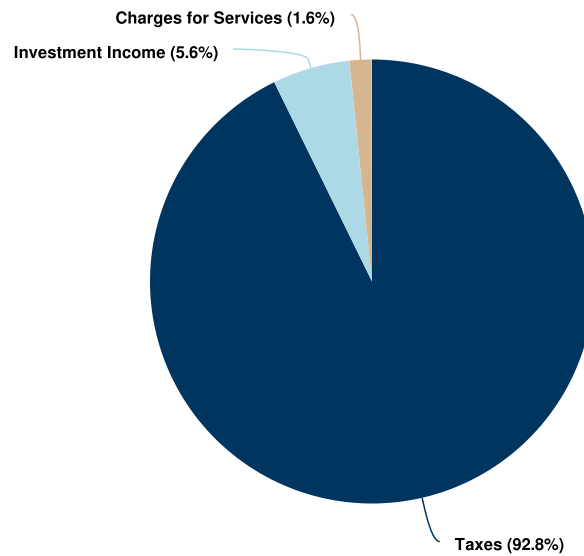
Hermantown Economic Development Fund Comprehensive Summary

Name	FY2023 Actual	FY2024 Original	FY2025 Budgeted
Beginning Fund Balance:	\$678,741	\$689,802	\$685,611
Revenues			
Taxes	\$149,227	\$149,625	\$157,106
Intergovernmental	\$71,121	\$0	\$0
Charges for Services	\$2,770	\$2,770	\$2,770
Investment Income	\$30,122	\$8,094	\$9,500
Total Revenues:	\$253,240	\$160,489	\$169,376
Expenditures			
Personnel Services	\$33,294	\$65,330	\$94,476
Supplies	\$378	\$300	\$325

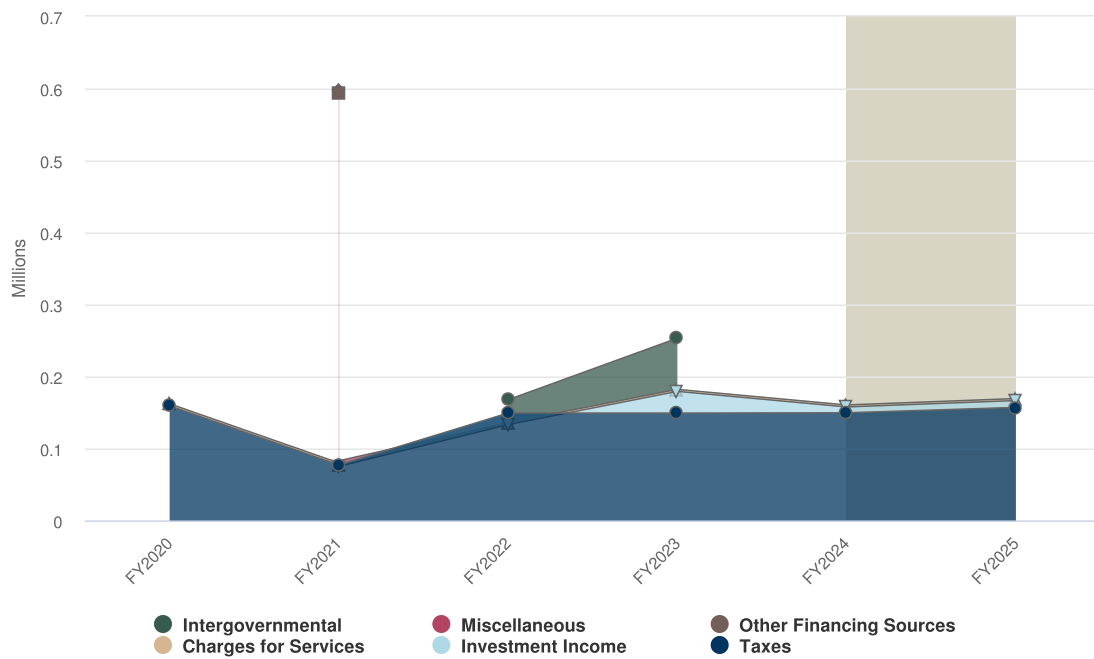
Name	FY2023 Actual	FY2024 Original	FY2025 Budgeted
Services	\$205,463	\$94,750	\$76,121
Maintenance	\$3,045	\$4,300	\$4,900
Total Expenditures:	\$242,180	\$164,680	\$175,822
Total Revenues Less Expenditures:	\$11,060	-\$4,191	-\$6,446
Ending Fund Balance:	\$689,801	\$685,611	\$679,165

Revenue by Department

Projected 2025 Revenue by Department



Budgeted and Historical 2025 Revenue by Department

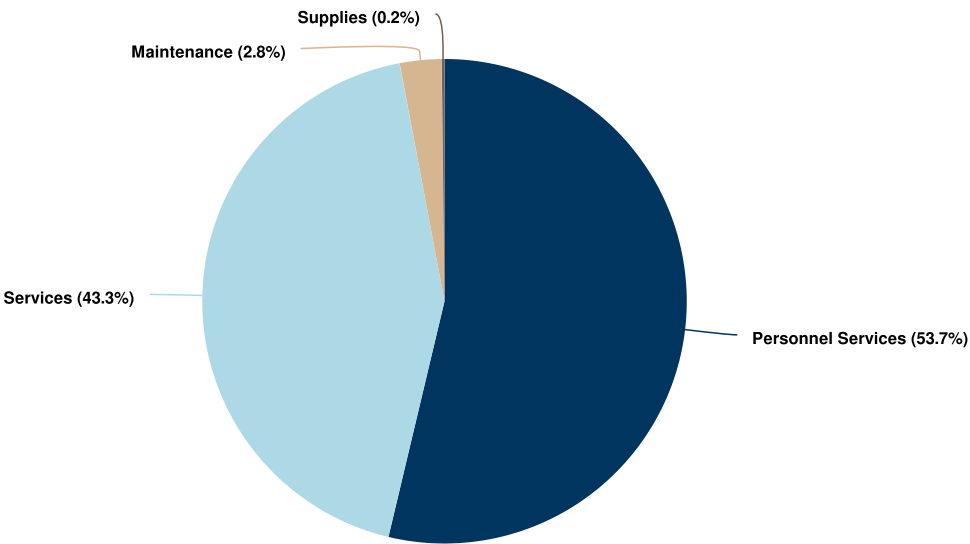


Grey background indicates budgeted figures.

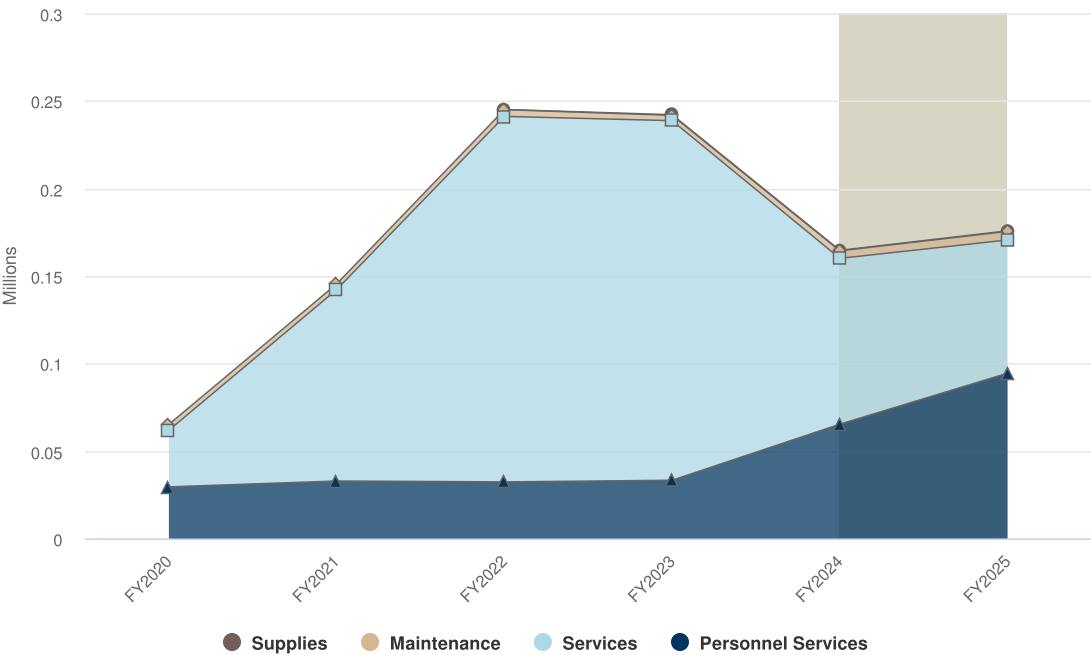
Name	FY2023 Actual	FY2024 Original	FY2025 Budgeted	FY2024 Original vs. FY2025 Budgeted (% Change)
Revenue				
Taxes	\$149,227	\$149,625	\$157,106	5%
Intergovernmental	\$71,121	\$0	\$0	0%
Charges for Services	\$2,770	\$2,770	\$2,770	0%
Investment Income	\$30,122	\$8,094	\$9,500	17.4%
Total Revenue:	\$253,240	\$160,489	\$169,376	5.5%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



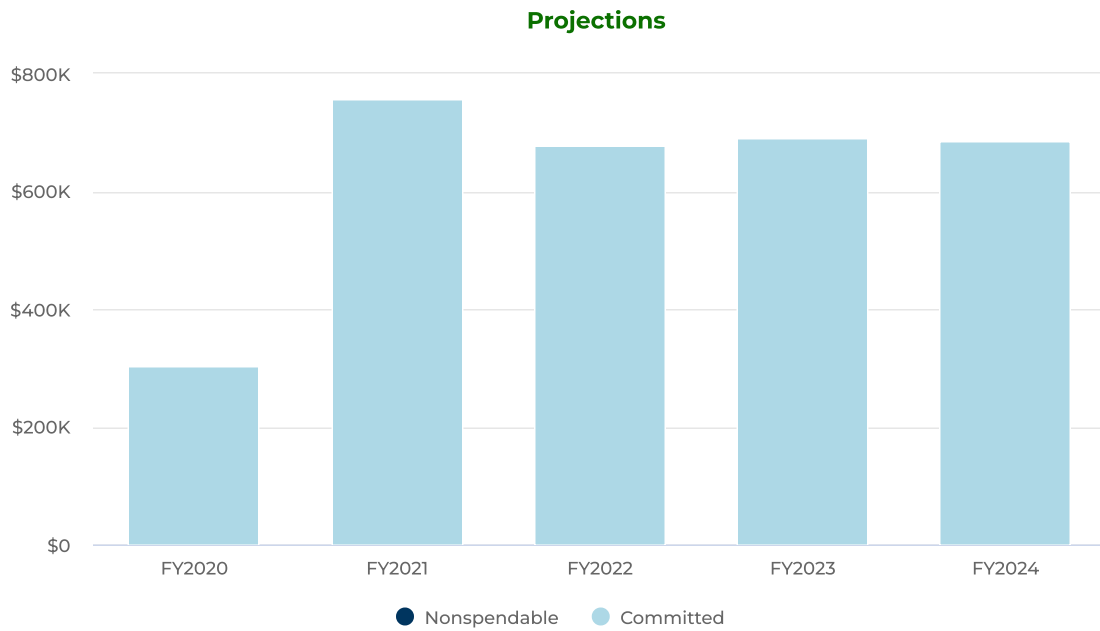
Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2023 Actual	FY2024 Original	FY2025 Budgeted	FY2024 Original vs. FY2025 Budgeted (% Change)
Expense Objects				
Personnel Services	\$33,294	\$65,330	\$94,476	44.6%
Supplies	\$378	\$300	\$325	8.3%
Services	\$205,463	\$94,750	\$76,121	-19.7%
Maintenance	\$3,045	\$4,300	\$4,900	14%
Total Expense Objects:	\$242,180	\$164,680	\$175,822	6.8%

Fund Balance



Financial Summary	FY2020	FY2021	FY2022	FY2023	FY2024	% Change
Fund Balance	—	—	—	—	—	
Committed	\$303,612	\$756,145	\$678,724	\$689,783	\$685,611	-0.6%
Nonspendable	\$15	\$16	\$17	\$19	\$0	-100%
Total Fund Balance:	\$303,627	\$756,161	\$678,741	\$689,802	\$685,611	-0.6%


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CITY OF HERMANTOWN, MN
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 24

Page: 1 of 1
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (100) Committed
230 Hermantown Economic Development Fund							
465100 HEDA							
465100 HEDA							
101	Full-Time Employees - Regular	5,969.56	34,665.46	41,248.00	41,248.00	6,582.54	84%
103	Part-Time Employees - Regular	450.00	1,550.00	1,200.00	1,200.00	-350.00	129%
121	PERA Contributions - Coordinated	469.71	2,718.43	3,561.00	3,561.00	842.57	76%
123	PERA Contributions - DCP	9.02	58.54	210.00	210.00	151.46	28%
128	Social Security	392.63	2,193.60	3,019.00	3,019.00	825.40	73%
129	Medicare	96.13	533.10	749.00	749.00	215.90	71%
131	Health Insurance	959.91	8,486.37	14,081.00	14,081.00	5,594.63	60%
132	Health Care Savings Plan/Sick	546.73	546.73	0.00	0.00	-546.73	0%
133	Life Insurance	7.12	58.74	114.00	114.00	55.26	52%
134	Disability Insurance	8.94	79.22	204.00	204.00	124.78	39%
136	MSRS	30.40	292.82	874.00	874.00	581.18	34%
151	Workers Compensation	0.00	48.81	70.00	70.00	21.19	70%
201	Office Supplies	0.00	0.00	100.00	100.00	100.00	0%
202	Printing Supplies	0.00	228.64	200.00	200.00	-28.64	114%
305	Engineer Fees	0.00	6,300.00	3,000.00	3,000.00	-3,300.00	210%
308	Legal Fees	2,030.67	27,184.17	16,500.00	16,500.00	-10,684.17	165%
315	School & Conference	0.00	0.00	850.00	850.00	850.00	0%
319	Contracted Services	486.28	45,164.32	70,000.00	70,000.00	24,835.68	65%
331	Travel Expense	293.14	1,779.08	1,950.00	1,950.00	170.92	91%
343	Community Relations	0.00	605.00	2,000.00	2,000.00	1,395.00	30%
351	Legal Notices Publishing	0.00	99.00	450.00	450.00	351.00	22%
405	Computer Maintenance	0.00	782.62	0.00	0.00	-782.62	0%
451	Dues & Subscriptions	0.00	3,045.00	4,000.00	4,000.00	955.00	76%
460	Permits & Licenses	0.00	0.00	100.00	100.00	100.00	0%
499	Miscellaneous	0.00	0.00	200.00	200.00	200.00	0%
Account Total:		11,750.24	136,419.65	164,680.00	164,680.00	28,260.35	83%
Account Group Total:		11,750.24	136,419.65	164,680.00	164,680.00	28,260.35	83%
495000 Transfer Out							
495000 Transfer Out							
720	Transfer Out	55,399.00	55,399.00	0.00	55,399.00	0.00	100%
Account Total:		55,399.00	55,399.00	0.00	55,399.00	0.00	100%
Account Group Total:		55,399.00	55,399.00	0.00	55,399.00	0.00	100%
Fund Total:		67,149.24	191,818.65	164,680.00	220,079.00	28,260.35	87%
Grand Total:		67,149.24	191,818.65	164,680.00	220,079.00	28,260.35	87%

Fund	Account	Object	Object Description	2024 Actual	2025 Budget	2026 Budget
230	465100	201	Office Supplies		125.00	\$ 100.00
230	465100	202	Printing Supplies	229.00	200.00	\$ 200.00
230	465100	305	Engineer Fees	6,300.00	3,000.00	\$ 3,000.00
230	465100	308	Legal Fees	27,184.00	16,500.00	\$ 24,000.00
230	465100	315	School & Conference		1,600.00	\$ 1,600.00
230	465100	319	Contracted Services	45,164.00	49,471.00	\$ 43,600.00
230	465100	325	Postage		-	
230	465100	331	Travel Expense	1,779.00	3,000.00	\$ 3,000.00
230	465100	343	Community Relations	605.00	2,100.00	\$ 2,000.00
230	465100	351	Legal Notices Publishing	99.00	450.00	\$ 400.00
230	465100	451	Dues & Subscriptions	3,045.00	4,500.00	\$ 3,200.00
230	465100	460	Permits & Licenses		200.00	\$ -
230	465100	499	Miscellaneous		200.00	\$ 200.00
				84,405.00	81,346.00	81,300.00

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Enabling Resolution		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Consider and approve a report to the City Council on the Enabling Resolution as required by Section 4.15.

BACKGROUND

Section 3.1.4. Consider and approve a report to the City Council on the Enabling Resolution as required by Section 4.15.

Section 4.15. Without limiting the right of HEDA to request the City Council at any time, each year at the annual meeting HEDA shall consider and approve for submission to the City Council a report stating whether and how the Enabling Resolution should be modified. Within thirty (30) days of receipt of the recommendation, the City Council shall review the Enabling Resolution, consider the recommendations of HEDA, and make any modifications it considers appropriate. Modifications must be made in accordance with the procedures required by Minnesota Statutes Section 469.093.

As discussed with the Board over the course of 2025, the HEDA will be recommending amendments to the Enabling Resolution. The report to City Council stating its desire to modify the Enabling Resolution and what modifications it would recommend changing are attached. This report was drafted by Staff based on the recommendations of the Board.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Report stating desired modifications to the Enabling Resolution
Amended and Restated Enabling Resolution

Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

2025 Report to City Council on the HEDA Enabling Resolution

Modification of Enabling Resolution:

Per Enabling Resolution:

- Annually, HEDA required to consider and approve for submission to the Council a report regarding modification of the Enabling Resolution

Per Bylaws:

- Each year *at the annual meeting* HEDA shall consider and approve for submission to the City Council a report stating whether and how the Enabling Resolution should be modified.
- Within thirty (30) days of receipt of the recommendation, the City Council shall review the Enabling Resolution, consider the recommendations of HEDA, and make any modifications it considers appropriate.

Modification of Bylaws:

- Bylaws may be amended by the Board by majority vote of all the Commissioners, provided that any such proposed amendment shall first have been delivered to each Commissioner at least five days prior to the meeting at which such amendment is considered.

2025 Report to City Council on the HEDA Enabling Resolution

Pertinent History:

Established in 1992

- Seven (7) Board members
 - Mayor, Four (4) Council members & two (2) “At-Large”

Amended in 2017

- Upon expiration of term, restricted reappointment for at least two years
- Removed citation of MN Statute 469.095, subdivision 2(c) for governing term length

2025 Report to City Council on the HEDA Enabling Resolution

Recommended Modifications

- 1) Modify the language of the resolution to provide clarity in terms
- 2) Remove two (2) year reappointment restriction
- 3) Modify the composition of the authority to be two members of the city council.
- 4) Allow the Board to employ an Executive Director

2025 Report to City Council on the HEDA Enabling Resolution

- 1) Modify the language of the resolution to provide clarity in who is referred to when the Board is taking actions. The term Board should be used when referred to actions taken (the Board acts, and HEDA is the entity).
- 2) Remove the two-year reappointment restriction in order to align with best practice. State statute does not require any restrictions on terms.

2025 Report to City Council on the HEDA Enabling Resolution

3) Governed by Minnesota Statute 469.095, the composition of an EDA is allowed to have a minimum of two (2) City Councilors appointed to the Board.

Given the growth of Hermantown's population since HEDA's establishment, and in order to align with best practices and regional authorities, the Commission is recommending amending the authority to consist of two (2) City Councilors and five (5) citizen representatives.

Per Statute 469.095, all Commissioners will be appointed by the Mayor with approval of the City Council.

Hermantown's population when HEDA was established: 6,800

Hermantown's population today: 10,200

2025 Report to City Council on the HEDA Enabling Resolution

Example MN Cities with Comparable Populations

Example EDAs	Population	Total Number of Members	Number of At-Large	Number of Councilors	Mayor Required
Waseca	9,221	7	5	2	No
Arden Hills	9,461	5	0	5	Yes
Detroit Lakes	9,981	7	5	2	No
Dayton	10,157	7	5	2	No
Fairmont	10,240	7	5	2	No
Cambridge	10,509	7	2	5	Yes
Grand Rapids	11,271	7	5	2	No

2025 Report to City Council on the HEDA Enabling Resolution

Regional Example Cities

Example EDAs	Population	Total Number of Members	Number of At-Large	Number of Councilors	Mayor Required
Duluth	87,000	7	4	3	No
Cloquet	12,570	7	5	2	No
Moose Lake	3,004	5	3	2	No
Brainerd	14,563	7	5	2	No
Hibbing	15,979	7	4	3	Yes


2025 Report to City Council on the HEDA Enabling Resolution

4) . Governed by Minnesota Statute 469.097, an EDA may employ an Executive Director, Chief Engineer, or other technical experts.

The current Enabling Resolution does not state that HEDA may employ an Executive Director. The Commission recommends adding this language. The Commission Further recommends that the Enabling Resolution requires the City to provide staff, including an Executive Director and the City may be provided reasonable reimbursement for costs associated with the provision of staff.

It is HEDA's intent to amend the bylaws to select the Economic Development Director to be the Executive Director and act as the chief appointed executive officer of HEDA.

The Executive Director will serve at the direction of the Board.

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Depositories		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Motion to appoint depositories as required by Section 4.16.

BACKGROUND

Section 3.1.5. Consider and appoint a depository when and as required by Section 4.16.

Section 4.16. At least every two (2) years at the annual meeting HEDA shall name a national or state bank within the state as depository. HEDA may deposit all its money in one bank account. Before acting as a depository, a named bank shall give HEDA a bond approved as to form and surety by HEDA. The bond must be conditioned for the safekeeping and prompt repayment of deposits. The amount of the bond must be at least equal to the maximum sums expected to be deposited at any one time.

Currently HEDA Funds may be deposited with the following institutions:


Multi Bank Securities;	Wells Fargo Securities,	RBC Dain Rauscher;
US Bank;	PMA Financial Network, Inc.;	National Bank of Commerce;
4-M Fund;	Moreton Capital Markets, LLC	
Pershing Advisor Solutions LLC (Custodian)/Ehlers Investment Partners (Advisor)		

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

HEDA MEETING DATE:		July 24, 2025	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Audit Report		

☐ **RESOLUTION:** 2025-xxx ☐ **WORK SESSION** ☒ **OTHER:** Motion

REQUESTED ACTION

Consider and approve an audit to submit to the City Council pursuant to Section 4.17.

BACKGROUND

Section 3.1.6. Consider and approve an audit to submit to the City Council pursuant to Section 4.17.

Section 4. 17 of the bylaws states,

“The financial statements of HEDA must be prepared, audited, filed and published or posted in the manner required for the financial statements of the City. The financial statements must permit comparison and reconciliation with the City’s accounts and financial reports. The audit shall be considered by the Board at the annual meeting and approve for submission to the City Council. The audit shall be filed with the State Auditor in accordance with applicable law.”

The financial statements of HEDA are prepared by the City’s Finance Department and are audited as part of the overall City Audit.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

City Audit

Hermantown Economic Development Authority

HEDA’s mission is to intentionally lead economic growth, creating a vibrant and prosperous community.
