

Rothsay Areawide EDA MEETING

**Rothsay City Hall
September 17, 2025
Approved Minutes**

**RAEDA regular meeting
7:00 pm**

ORDER OF AGENDA

1.0 Call to Order by President Stephanie Curtis at 7:00 pm at the city owned lot at the corner of Main Avenue West and 2nd Street. Others present were Board Members Cecil Mosher, Heather Weber, Rachel Haugrud, Jim Boyce, Stacy Honer and John Reber. Others present: Shane Balken. After a brief review of the site pertaining to agenda item 5.2 the meeting moved to City Hall @7:21 pm.

2.0 Approval of Agenda
Motion to approve the agenda by Honer, seconded by Boyce. Motion carried.

3.0 Approval of Minutes
3.1 Approval of August 20, 2025, minutes
Motion to approve the minutes as written by Reber, seconded by Honer. Motion carried.
3.2 Review and Approval of Financials

- Checking account balance is \$17,409.39 and the savings account balance is \$9,565.84. **Motion to approve the financial report as given by Weber, seconded by Boyce. Motion carried.**

4.0 Committee Reports; if any
4.1 Social Media and Marketing

- Yard of the Week and the Prairie Days Survey both had good engagement.
- Prairie Days updates will need to be sent out via social media as decisions are made.

4.2 Housing and Consumer Services

- Will be covered in old business

4.3 Workforce and Commercial Development

- No report

4.4 Events and Fundraising

- Need to promote the WCI Fund
- Holiday plan needs to be added to the October Agenda

5.0 Old Business
5.1 Prairie Days Recap-Financials

- In progress with committee to finalize and complete verification of accuracy

5.2 Spec Home updates

- Lots available were reviewed and discussed, southwest lot by Rothsay Event Center was selected for development of a twin home to face west

- Shane Balken reported that he presented to the Wilkin County Commissioners who were in support of the project and that the next steps would be to apply for JPA funding.
- Reviewed the proposed purchase agreement and layout options.
- Discussed next steps and future options.
- **Motion by Haugrud to move forward with signing a purchase agreement for one duplex unit, with each unit featuring 2 bedrooms/1 bath, seconded by Boyce. Motion carried**
- **Motion by Reber, seconded by Haugrud authorizing Stephanie Curtis to be the official signer on the purchase agreement. Motion carried.**

5.3 Final financials on home at 214 1st Ave NW

- Final financials were reviewed and filed for audit. It was noted that they did not reflect the rebates that were received.

5.4 Breakfast with Business/Community Leaders, Oct 9th @ 7:30 a.m.

- Mosher will work to promote this with the area businesses.
- Agenda items will include childcare, new housing construction and Prairie Days.

5.5 Lawn of the Week promotion for 2026

- This was well received in 2025 and should be continued for 2026

5.6 New resident welcome basket

- Haugrud is willing to supply bread again, have some items ready to go but are looking for more local items for the baskets.
- Cecil will ask businesses when he is promoting the Breakfast.
- We have at least 3 new residents to welcome to Rothsay.
- The Fitness Center/City of Rothsay will offer a free 2-week trial minus the cost of the key fob, for the baskets.

5.7 Fundraising – Cookbook

- Due to time constraints alternative options were considered and it was decided to do a full reprint of the 1976 original Rothsay Cookbook in time for the holidays.
- A pre-sale of Volume 2, yet to be named, will be available at that time as well, which will feature updated recipes which are being collected.
- Volume 2 would be available in time for Prairie Days, June 20th.
- Reber and Haugrud will assist Shane Balken with scanning and formatting of the original 1976 cookbook for republishing.

5.8 Childcare options – discussion with New Life Lutheran Church

- Curtis provided an update on the childcare options and New Life Lutheran Church.
- Currently they are working with the licensors on assessments and required next steps.
- The architectural drawings must be redone, which will cost approximately \$4000.00, until additional questions are answered, the council does not want to approach the full congregation for final approval.
- Grant funding has been applied for to help off-set some costs.
- Discussions were had about other possible funding sources and next steps.

5.9 Farmers Market

- Although there was some interest in a Farmers Market there was not enough to host an event this year.

6.0 New Business

6.1 Prairie Days 2026

- Reviewed the results of the Prairie Days survey which included responses from 35 individuals

- Overall results showed a preference for the earlier summer date and that people wanted the event held yearly.
- Discussed options regarding the event. It was decided to set the event for June 20, 2026, as a one-day event only.
- A kick-off planning meeting will be held on Oct. 8 at 7 pm, preceded by our regular EDA meeting at 6 pm. (Moving due to Football game on Oct. 15)
- The kick-off meeting will be open to the public with invites going out to business leaders, community leaders, and organizations to stress the importance of volunteer involvement in planning and execution of the event.
- EDA will look to re-brand the event, possibly away from the Prairie Theme to something new.

7.0 Action Item Takeaways

- **Honer, Weber and Curtis** to meet to finalize and verify Prairie Days financials.
- **Balken** to contact developers to get updated copy of purchase agreement sent over. Also, for verification on several questions on construction for clarification purposes.
- **Mosher** to contact Brian Ripley to get estimate on removal costs for concrete structures at site for duplex.
- **Mosher and Curtis** to advertise for Breakfast with Business Leaders on Oct. 9
- **Mosher** to pick up any business gift certificates or promo items for Welcome Baskets.
- **Reber, Balken and Haugrud** to coordinate cookbook project tasks for republication of 1976 cookbook and development of Volume 2.
- **Curtis** continue working with NLLC Council and Wilkin Co. and State licensors regarding childcare.
- **Weber** connect with West Central Initiative Early Childhood Specialist for assistance on contacts to assist with project.
- **All** prepare list of possible festival names, events and potential volunteers/event hosts for 2026 event for Oct. 8th meeting.

8.0 Adjourn

Motion to adjourn at 9:43 pm by Reber, seconded by Honer. Motion carried.