



City of Hinckley

Hinckley Economic Development Authority Meeting Minutes

Tuesday, March 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 President Wayne Cessna on Tuesday, March 10, 2026, at 12:01 p.m.

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

2. Approve Agenda

Motion made by Burkhardt, Seconded by Zeman, to approve the agenda with item 6B.

Northview CD's. Voting Yea: President Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.

3. Public Hearings - None

4. Minutes

A. February 10, 2026, Regular Meeting Minutes

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

5. EDA Payables/Financials

A. January 2026 Financials & Payables- \$0.00

B. February 2026 Financials & Payables- \$557.65

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

6. New Business

A. University of Minnesota Extension Business Retention and Expansion Course - May 20-21, 2026

Motion made by Burkhardt, Seconded by Davis, to approve sending a 3-5 person team and inviting someone from the Chamber to attend as part of the team. Voting Yea: President Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.

B. Northview CD Maturity Date- April 3, 2026

Motion made by Zeman, Seconded by Davis, to roll the CDs over each into another 12-month CD. Voting Yea: President Cessna, Zeman, Burkhardt. Motion carried 4-0.

7. Old Business

- A. 2026 Small Cities Development Program Application Update
The public hearing for the application will be held at tonight's city council meeting. Based on feedback, the application will be for owner-occupied housing.
- B. USDOT Thriving Communities Update
A stakeholder meeting was held on February 6, 2026; members Zeman and Burkhardt attended. A summary of the meeting was included in the packet. Also included was a summary of the public engagement exercise held by the City and Bollig Engineering on February 24, 2026.
- C. Request For Proposals- City of Hinckley Housing Needs Analysis 2026
Included in the packet was a draft Request for Proposals to update the City's Housing 2018 Housing Study. Planning and Zoning Administrator Perry asked if any commission members had feedback or comments; none were provided. Zeman asked if the City was not selected in the spring, can we apply again? Perry responded, yes. **Motion made by Burkhardt, Seconded by Zeman, to ask the City Council to apply to the Initiative Foundation Economic Development Grant to update the 2018 Housing Study. Voting Yea: President Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.**

8. Open Forum

9. Miscellaneous

10. Adjournment

Motion made by Zeman, Seconded by Davis, to adjourn the meeting at 12:35 p.m. Voting Yea: President Cessna, Davis, Zeman, Burkhardt. Motion carried 4-0.