

City Council Workshop
Held February 8, 2021 at 11:30 am

Members Present: Mayor Hunter, Council Members Cash, Ryan, Heglund and Jarvela

Staff Present: Matthew Hill, Administrator; Pamela Rogness, Administrative Assistant

Also Present: Matt Larson, President (via FaceTime); Ted Abear, Treasurer; Brielle Bredsten, Executive Director; Julie Smith, Secretary; Katrina Rutz, Vice President; Linda Peebles

The Cuyuna Chamber of Commerce requested to meet with the City Council to get clarification of what the City is asking for from the Chamber in order for them to be transparent for what they use funds for and their accountability with the City donations. They are asking for clarification on whether the funds are considered a donation or purchasing advertising. Mr. Hill clarified that the Minutes from January 2020 the appropriation for the budget it was made as a donation to the Chamber with \$12,500 set aside in the budget. It is not relegated strictly to advertising; it just cannot be for operations. In the past it has been relegated for advertising for the year's events. Mr. Hill stated the Mr. Langel, the City Attorney did acknowledge that there are some administrative expenses that go along with advertising. The City's discussion and request to the Chamber Director is to provide a Letter of Understanding to be reviewed by the City Attorney and with Mr. Hill and a redline copy will be provided with any changes the City may request. The City and Chamber can work out any language and legalities at that time. The Chamber has a draft letter prepared but they have to present it to their own Board prior to giving it to the City of Crosby.

The City will determine whether it should be considered if it is donation or advertisement expense and will pass that along to the Chamber. Mr. Hill confirmed he will email that to Brielle decision. Mayor Hunter requested the Chamber to provide the City Council with a quarterly report. Mr. Hill clarified part of the quarterly report would be providing what to expect in the upcoming quarter along with what was done in the previous quarter. Mr. Hill requested a written report be sent to him and he will then provide that to the Council. Chamber agreed the language of providing a quarterly report will be a part of the Letter of Understanding between the Cuyuna Chamber of Commerce and the City of Crosby. Mayor Hunter has agreed that the donation will be \$12,500.00 for 2021 and has requested the Chamber is to come back with a proposal to present to the Council. Chamber is to provide Mr. Hill with the final of the Letter of Understanding for the February 22, 2021 Council meeting.

Adjourned at 12:25 pm



James Hunter, Mayor



Pam Rogness, Administrative Assistant