

## **Sherburn Economic Development Authority Meeting Minutes January 7, 2026 - Sherburn City Hall**

President Seth Lintelman called the meeting to order. Members present include Tracy Schumann, Nicole Behrens, Sarah Kramer, Rick Behne, and Thomas Carruthers. Also present: Andrea Ballard, EDA Director.

Motion by Schumann to approve agenda as presented. Second by Carruthers. 6-0. Carried.  
Motion by Carruthers to approve 12.3.2025 Minutes. Second by Schumann. 6-0. Carried.

### **REGULAR AGENDA**

1. Update on TLR – Ballard provided a brief update on Temperance Lake Ridge.
  - a. City Attorney sent a letter to Cornerstone to terminate contract; however, contract is still in place. Letter was sent on October 29<sup>th</sup>, however original letter was not received to Cornerstone as it was sent to the wrong address. Resent letter, with date of March 26<sup>th</sup> for termination. There was a request for documentation for Cornerstone to provide, however Ballard is unaware of the status of this.
  - b. City Council approved with a motion to enter contact with Embark on 11.17.25.
  - c. Cornerstone Management terminated Lisa Lange, Executive Director on 12.15.25.
  - Questions from Board: With new management company of Embark, will the TLR Committee move to a board? Ballard stated that this is not up to the management company, rather, the committee and City Council. What will happen if Embark does not take over? Ballard stated that we currently have a signed contract with Embark as well as Cornerstone. If Embark doesn't do it, what happens to the \$15,000? It was already paid as a start-up fee. Are there other management companies out there that could take over? Kramer has reached out to other management companies to see if there is interest. Can the City take on the management of TLR? Ballard stated with the current staffing, absolutely not.
2. Review of Updated 2026 Priority Plan – Ballard provided EDA Board with the updated priority plan after discussions at December 3<sup>rd</sup> meeting. Recommendation to change “Identify land available for use under housing” to “Identify funding for infrastructure”. No further updates requested at this time.

### **UNFINISHED BUSINESS**

- 26 N. Main St. Property Sale – Purchased 3.22.2024 – Start Business by 3.22.2026.
  - Update: There is forward movement on this, waiting on state licensure.
- Elementary School Project
- TLR Committee → Board
- Delinquent Tax Properties
- 118 N. Main St. Property Sale – Purchased 3.13.2025 – Start Business by 3.13.2027

### **NEW BUSINESS**

- Recommendation to move forward with only having one scheduled meeting per month, as the last few months have had the second meeting cancelled due to no update. Motion by Schumann to have one meeting a month, scheduled for the second Wednesday, with the ability to have a second meeting if needed. Second by Lintelman. 6-0. Carried.

- CEDA Contract – any update on this? Ballard had no update at this time. Behrens will reach out to communities they have served and provide an update.
- 210 N. Osborne Rental – still no further interest on this. Recommendation to post on Zillow.

**ADJOURN** Motion by Kramer to adjourn at 5:55. Second by Schumann. 6-0. Carried.

Andrea Ballard, EDA Director