

Sleepy Eye EDA Special Meeting Minutes
January 13, 2022 @ Noon, Sleepy Eye Golf Course

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Mark Kober, Mike Carr, Christina Andres, Joann Schmidt

Advisory Board Members Present: Kurk Kramer, Bob Elston, Wayne Pelzel

Absent Members: Kathy Haala, Casey Coulson, Gary Windschitl, Toby Arneson

A. Call to Order: The meeting was called to order at 12:03pm on January 13, 2022.

1. Discuss Rent & Lease Agreement for Community Center Office Spaces:

The Board discussed rental costs for the three or four possible office locations in the Community Center. Susan Kral met with Kurk for a second time to look at the office locations. She was interested in the room in the northwest side of the building and the one on the south side of the building just east of the Chamber Office. She said she would use the one next to the chamber office due to the rent probably being less due to the smaller size. The Board set the following guidelines and price for the rental agreement for the room next to the Chamber Office:

- \$350.00 per month rent
- Included in rental costs:
 - Heat
 - Air Conditioning
 - WiFi
 - Garbage
 - Snow Removal
 - **No** mail access in or out
- One year lease agreement with a thirty day notice to leave
- A keyless/pad lock system will be installed on the office room door
- A key will be given for outside door to access building

M/S/C Mark, Mike

Adjourned: at 12:57pm

Next EDA Board Meeting meeting will be **Tuesday, January 25, 2021** @ 3:00PM – PIX – Annual Planning Meeting

Sleepy Eye EDA Board January 2022 Planning Meeting Minutes
Tuesday, January 25, 2022 – 3:00PM – Sleepy Eye Coffee Company

Mission Statement: *The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.*

Board Members Present: Christina Andres (CC), Toby Arneson, Mike Carr, Kathy Haala, Mark Kober, Gary Windschitl (CC)

Absent: Board Member, Casey Coulson, Joann Schmidt

Advisory Board Members Present: Bob Elston, Kurk Kramer

A. Call to Order: The meeting called to order at 3:05PM by President, Kathy Haala

B. Cody & Alissa Groen Presentation on 213 Main Street East Property:

The Groen's presented their plans for the building and property they purchased and also the timeline for getting the building demoed and the property cleaned up and their future plans for use.

C. Approval of Agenda:

M/S/A – Gary & Mike

The agenda was approved as written.

D. Election of Officers:

M/S/A – Toby & Mark

No new nominations were cast for any of the officer positions on the EDA Board, and all three members agreed to continue in their current positions, so there was a motion to accept all three members to continue with their duties.

Kathy Haala - Chair

Mike Carr - Vice Chair

Gary Windschitl - Secretary/Treasurer

E. Approval of December & January 13 Meeting Minutes:

M/S/A – Gary & Mike

The minutes for the December EDA Board Meeting and the special EDA Board Meeting on January 13 were accepted as written.

F. Approval of Financial Reports:

M/S/A - Gary & Mark

1. Revolving Loan Fund: As Written

2. Business Rehab & Startup Program: As Written

3. All Active EDA Resources: As Written

Kurk gave a summary of each of the three EDA Financial Reports and all three were accepted as printed.

4. 2022 EDA Budget

a. City Manager, Bob Elston presented the 2022 EDA Budget and explained the coding and process for determining the amounts in all of the EDA categories and the determined transfer amount back to the General Fund from 2021.

G. Approval of Bills: No bills were submitted at the January EDA Board Meeting.

H. Reports:

M/S/A - Gary & Mark

1. **EDA Coordinator Report:** As Written
 2. **Chamber Director Report:** As Written
- Both reports were accepted as printed.

I. Old Business:

The Board discussed the following agenda items under Old Business.

1. 108 Main Street West Property

The Purchase Agreement between the EDA and Hannah Real Estate Partners has been signed by both parties, and the closing date on the property is scheduled for February 28, 2022.

2. Community Center/Professional Building/Incubator

The Lease/Rental Agreement for use of the three possible office rooms in the Community Center is being developed by the City Attorney and will be presented at the February EDA Board Meeting for approval.

3. EDA 5-Year Capital Plan

The EDA Board will begin to identify ideas and goals to put in a five-year plan which will benefit future budget planning and goal setting. The Board will use the extended quarterly EDA Board Meeting in April to bring these thoughts and ideas together for discussion and implementation.

4. LSLC Installment Notes:

An annual reminder was presented to the Board regarding the deferment of the LSLC notes until 1/1/2023.

5. Mitchell, SD Cemetery Property

Kurk has been in contact with the Plamp family, a local realtor, and possible interested party on the property. He will continue to report on any progress in the sale of the property at the February EDA Board Meeting.

6. Former China 14 Restaurant Property/Buildings

Wayne, mark, and Kurk have agreed to go to Windom to meet with the owners of the property and have a discussion on the possible purchase of the property.

7. Snow Second Addition Property

Kurk is going to begin the process of determining who might be interested in a patio style home on the property and have them meet with a developer/contractor on specifics of the dwelling so that more firm numbers can be used in the planning of the sale and building of the home.

J. New Business:

The Board discussed the following agenda items under New Business and then set the goals for 2022.

1. Orchid Inn & DEED Redevelopment/Brownfield Grants

After another period of discussion regarding this property, the Board agreed to move forward with a plan to use the DEED application and get the asbestos abatement done, and then for demolition and redevelopment. Kurk will begin working on the plan and application form in the next months. This will be one of the goals for 2022.

2. Downtown Revitalization Focus & Programs

The discussion to continue with this topic included previous successes on Main Street, those buildings and building owners that still present a challenge, and the difficulty with blight enforcement. The Board determined they would continue to address this and continue to pursue successful efforts. This will be one of the goals for 2022.

3. Address Community Housing Needs

The Board discussed the importance of continuing with the apartment project with Alliance Building Corporation (ABC), the need to join together with the HRA and its Board to address some ways in which the local HRA might become more active and assist the EDA Board in providing more opportunities for addressing the housing needs here in Sleepy Eye, and to continue to look at other ways that the community Housing needs can be addressed and ways to make building new homes more appealing to contractors, developers, and anyone interested in building a new home. This will be one of the goals for 2022.

4. A Restaurant in Sleepy Eye

The final topic of discussion under New Business was to address the need for a nice upscale type of restaurant in Sleepy Eye. To have the EDA present opportunity to someone that would make it extremely appealing to get that type of business established here. This will be one of the goals for 2022.

2022 Goals:

Goal #1) Demolition and Redevelopment of Former Orchid Inn Property

Goal #2) Continued Downtown Revitalization

Goal #3) Addressing Community Housing Needs

Goal #4) Bring a Restaurant to Town

Meeting Adjourned: Chair Kathy Haala adjourned the meeting at 4:50PM

Next EDA Board Meeting: February 22, 2022 - Noon – City Council Chambers

Sleepy Eye EDA February Meeting Minutes
February 22, 2022 @ Noon - City Council Chambers

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Gary Windschitl, Joann Schmidt, Kathy Haala, Mark Kober, Mike Carr

Advisory Board Members Present: Kurk Kramer, Christina Andres, Bob Elston

Absent Members: Casey Couslon, Toby Arneson, Wayne Pelzel

- A. **Call to Order:** The meeting was called to order by President Kathy Haala at 12:06pm on February 22, 2022.
- B. **Approval of January Minutes: M/S/C Joann, Mark**
- C. **Accept Financial Report M/S/C Mark, Mike**
 - 1. **RLF Report:** As Written
 - a. Final Mayma's payment made
 - 2. **Business Rehab Program:** As Written
 - 3. **All Active EDA Resources:** As Written
- D. **Approval of Bills:** None
- E. **Reports**
 - 1. **EDA Coordinator's Report:** As Written
 - 2. **Chamber Director Report:** As Written
- F. **Old Business**
 - 1. **108 Main Street West Building** – Closing date is Monday, February 28, 2022 @ 1:30pm
 - 2. **Approve Commercial Lease Agreement for Office Space in SECC** – Kurk presented the final draft of the lease agreement for future tenants of the SECC building and requested approval for use moving forward. **M/S/C Mark, Joann**
 - 3. **Alliance Building Corp. Apartment Project Status** – Bob Elston gave an update on the abatement discussion and status of the project for moving forward. Bob stated he will be meeting with the City Council next week to discuss the numbers and see the next steps that they wish to take with the change in monetary ask from ABC. He will keep the EDA Board posted on developments.
 - 4. **Former China 14 Buildings** – Nothing new to report as the owners still aren't ready to discuss a sale.
 - a. Railway discussion – Kurk mentioned that Toby had been in contact with two individuals with a possible interest in the Railway facility but they had yet to get a hold of Kurk to do a walk through. Kurk also stated that he had been in talks with the owner of another local restaurant who has expressed interest in the building since last summer. The Board encouraged Kurk to mediate between the Helgets and this owner, to possibly find an acceptable offer. He will keep us posted.
 - 5. **Mitchell SD Cemetary Status** – Kurk reported on the soap opera that was taking place out in Mitchell regarding the various parties involved with the cemetary but at the end of the day we are still hoping for a purchase agreement here in the next few days or week. The previous PA that Kurk emailed about was retracted, however we are confident another is looming. Reach out to Kurk for the colorful details.
 - 6. **Orchid Inn Property** – Nothing new to report
 - 7. **Snow 2nd Addition Property** – Kurk reported that he has had no interest in the properties for development. The cost of materials seems to not be helping matters. Kurk stated that he knew of two individuals who very much want a duplex/slab type home, so the Board discussed that maybe the EDA work as the go-between for contractors and buyers.

8. EDA 5-Year Capital Plan & Budget Info – April Extended Meeting

- a. Cooperative efforts between HRA & EDA Boards - The Board discussed how the HRA Board might be a better fit for the Snow 2nd Add housing endeavor, as it's also an arm of the City, plus they are able to access more types of grants or government programs to assist. It was discussed to reach out to the new director and board to encourage an addition to their responsibilities and Mission.
- b. The Board also discussed the possibility of another building purchase and resale in the future.
- c.

G. New Business

- 1. Three EDA Rehab/Startup Applications Being Reviewed by Finance Committee**
- 2. Approval for Revision of Sleepy Eye Repair Promissory Note** – A name change to the note from Pete Schumacher to Scott Braun is to be changed on the SE Repair note due to the selling of interest in the corporation from Pete Schumacher to Scott Braun. **M/S/C Mark, Joann**
- 3. SMIF/Rethos Downtown Assessment Community Application** – Kurk presented the packet info on applying to have this free study done. The Board agreed to apply.

Adjourned: Kathy Haala @ 1:04pm

Next EDA Board Meeting will be **Tuesday, March 22, 2022** @ Noon, Council Chambers

EDA President Kathy Haala

EDA Sec/Treas. Gary Windschitl

Sleepy Eye EDA March Meeting Minutes
March 22, 2022 @ Noon - City Council Chambers

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Gary Windschitl, Joann Schmidt, Mike Carr, Casey Coulson, Toby Arneson, Wayne Pelzel

Advisory Board Members Present: Kurk Kramer, Christina Andres, Bob Elston

Absent Members: Kathy Haala, Mark Kober

- A. Call to Order:** The meeting was called to order by Vice President Mike Carr at 12:02pm on March 22, 2022.
- B. Approval of February Minutes:** **M/S/C Joann, Gary**
- C. Accept Financial Report:** **M/S/C Joann, Casey**
1. **RLF Report:** As Written
 2. **Business Rehab Program:** As Written
 3. **All Active EDA Resources:** As Written
- D. Approval of Bills:** None
- E. Reports**
1. **EDA Coordinator's Report:** As Written
 2. **Chamber Director Report:** As Written
- F. Old Business**
1. **108 Main Street West Building** – Closed on property March 14th.
 2. **Alliance Building Corp. Apartment Project Status** – Bob Elston gave an update on the abatement agreement and status of the project for moving forward. Bob stated things are back on track and ABC is still shooting for a May start date with a May 2023 completion date.
 3. **EDA 5-Year Capital Plan & Budget Info** –
 - a. Cooperative efforts between HRA & EDA Boards for possible Housing Efforts – Bob had reached out to the City of Fairmont and inquired about their HRA structure/duties and received some great feedback on at least vision moving forward. His thoughts were it seemed very similar to what we are looking to do here in Sleepy Eye. Kurk had already reached out to the Scott Salfer from the HRA and they seem very receptive to work on this issue. Kurk will reach out further and see if maybe a future meeting between the HRA and EDA can be had.
 - b. Building Purchase for Resale – Does the EDA continue to purchase buildings to get them into newer more productive hands?
 - c. Other...Additions at April meeting
 4. **Sunset Memorial Park** – Conversation continues with a possible interested party in the property
 5. **Orchid Inn Property – (DEED Brownfield/Redevelopment Packet)** – After much discussion on how applying for the DEED Grant might be a long shot, as our future useage plans do not, at present, include job revenue and a few other key points that would make it prime for grant selection. The Board again discussed if we approach Bob Pelzel with a property trade/inclusion for the Casey's building. The Board agreed that demo'ing the site will not be getting any cheaper and it may not be the perfect solution but getting the site back on a tax role along with possibly freeing up a main street property would be better. Kurk will reach out to Bob Pelzel with some options.
 6. **Huey Project Update** – Kurk reported that current total for donations is over \$38K.

G. New Business

1. EDA Rehab/Startup and Sign & Awning Applications Recommended by Finance Committee – M/S/C Joann, Toby

- a. Sellner Auto Sales – Rehab – The Board approved a \$10,000 loan upon payoff of his current balance of \$5307.42.
- b. Ferdinand Properties – Rehab – The Board approved a \$50,000 loan.
- c. Lead Marketing & Design – Startup – The Board approved a \$10,000 loan.
- d. Divine Providence Community Home – Sign & Awning – The Board approved \$2750.00.
- e. Lake Villa Maria Apartments – Sign & Awning – The Board approved \$2750.00.

2. Railway Status – There was a brief discussion on the possible purchase of the property

3.

Adjourned: Mike Carr @ 1:00pm

Next EDA Board Meeting will be Tuesday, April 26th, 2022 @ Noon, Council Chambers

EDA President Kathy Haala

EDA Sec/Treas. Gary Windschitl

Sleepy Eye EDA April Meeting Minutes
April 26, 2022 @ Noon - City Council Chambers

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Gary Windschitl, Joann Schmidt, Casey Coulson, Wayne Pelzel

Advisory Board Members Present: Kurk Kramer, Christina Andres, Bob Elston

Absent Board Members: Toby Arneson, Mark Kober, Mike Carr

- A. **Call to Order:** The meeting was called to order by President Kathy Haala at 12:07pm on April 26, 2022.

- B. **Approval of Agenda – (with additions to New Business)** **M/S/C Gary, Joann**

- C. **Approval of March Minutes & Special April 5th Minutes:** **M/S/C Gary, Casey**

- D. **Accept Financial Reports:** **M/S/C Joann, Casey**
 - 1. **RLF Report:** As Written
 - 2. **Business Rehab Program:** As Written
 - 3. **All Active EDA Resources:** As Written

- E. **Approval of Bills:** None

- F. **Reports**
 - 1. **EDA Coordinator’s Report:** As Written
 - 2. **Chamber Director Report:** Not included; Christina noted that Summerfest sponsorship and parade entry forms had been mailed to Chamber members as of Friday.

- G. **Old Business**
 - 1. **Alliance Building Corp. Apartment Project Status** – Bob Elston informed the Board that we have a signed purchase & development agreement with a closing date, after 30 days of being public, of 5/31/22. Bob informed us that bids for the project are already being sent to local contractors.
 - 2. **Cooperative efforts between HRA & EDA Boards for possible Housing Efforts** – Kurk met with Scott Safler and both agree that there is some discussion to be had. They will work on getting members of both HRA and EDA together to further talks about what additional HRA assistance outside of Ross Park could look like.
 - 3. **Sunset Memorial Park Cemetary** – Kurk presented the Board with a handout and proposal from the current buyers, essentially still having the EDA pay for portions of the property over an extended time. The Board adamantly did not agree to this and recommended Kurk go back with a \$1 offer, as we want no lingering part of the SD property.
 - 4. **Orchid Inn Property Porposal** – Bob Elston informed us that talks are continuing with Bob P. He did come back with a counter offer to the EDA’s original proposal; which included a higher ask and not the property East of town on Hwy 14. So the EDA Finance Committee met and counter offered his request. Bob Elston hasn’t heard anything back from him yet. The feeling is from some that the timeline for moving off each property might be worrying him and if that’s the case the Board discussed being slightly flexible if that is the lynch pin. Either way talks continue.
 - 5. **Huey Project Update** – Kurk reported that current total \$80K with the match and there are more fundraisers happening to raise more monies.

- H. **New Business**
 - 1. **2021-22 OJT Program Final Meeting Update** – Kurk and participating business with students of this past OJT year met at the golf course to wrap up the year. Again very positive feedback from students about their experiences. One ask was what a one day, all day experience at the OJT locations could look like, as

students wanted to know what an entire day looked like. Pete Roufs of St. Mary's said that something they could definitely look into.

2. **China Cafe** – Kurk informed the Board that China House Cafe on 4/25 at the Community Center saw 300 meals go out in 45 minutes. Johnny was impressed and will be back again next Monday. He also suggested he and Kurk strike up a restaurant conversation again.
3. **New Owners of former Railway Bar & Grill** – Kurk met with Dane Burden, the new owner of the Railway building. The new name is Poppy's Bar & Play at/on the Railway. Along with food he is also occupying the space with bar games: pool table, axe throwing, pinball, etc. He is looking for a mid-June opening.
4. **DEED Brownfield Redevelopment Conference** – Kurk is attending this conference end of the week.
5. **Ferdinand Properties Request** – see packet email. The Board stated that whatever remedy they need to shore up the east wall could be included in the original ask.

Adjourned: Kathy Haala @ 12:51pm

Next EDA Board Meeting will be **Tuesday, May 24th, 2022** @ Noon, Sleepy Eye Brewing Company (upstairs)

EDA President Kathy Haala

EDA Sec/Treas. Gary Windschitl

Sleepy Eye EDA Board Meeting Minutes
May 24, 2022 – Noon – PIX (SECC)

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Toby Arneson, Mike Carr, Casey Coulson, Kathy Haala, Joann Schmidt, Gary Windschitl

Advisory Board Members Present: Bob Elston, Wayne Pelzel, Kurk Kramer

Absent: Mark Kober, Christina Andres

- A. Call to Order & Approval of Agenda:** The meeting was called to order by President Kathy Haala at 12:01pm on May 24, 2022. Kurk noted two additions to the printed agenda: SBDC Funding Request and Housing Abatement Article from the New Ulm Journal. **M/S/C Mike, Casey**
- B. Approval and Signing of April EDA Board Meeting Minutes:** **M/S/C Joann, Mike**
- C. Financial Reports:** **M/S/C Joann, Casey**
1. **RLF Report:** As Written
 2. **Business Assistance Fund:** As Written
 3. **Active EDA Resources Report:** As Written
 4. **2022 EDA Programs Disbursements:** As Written
- D. Approval of Bills:**
1. **SBDC Annual Contribution - \$1000.00** **M/S/C Gary, Joann**
- E. Reports**
1. **EDA Coordinator:** As Written
 2. **Chamber Director:** As Written
- F. Old Business**
1. **Alliance Building Corp:** Closing date set, May 31, Kurk has floor plans and contact information
 2. **DEED Brownfield Redevelopment Conference:** Kurk attended the conference. He recapped the conference content and details
 3. **HRA & EDA Meeting:** No updates to report, meeting date to be set up soon
 4. **Sunset Memorial Park Cemetery:** Kurk is staying in contact with Alissaa Groen as she is connecting with an attorney from South Dakota to review the situation and follow appropriate action for handing over the cemetery to Davison County.
 5. **Orchid Inn Property Proposal:** The interest in the Orchid Inn proposal seems to be waning so the Board has advised that a decision be made on the purchase prior to the June EDA Board Meeting. If a deal is unable to be reached prior to the June EDA Board Meeting, the EDA Board plans to begin the process of working with the Department of Employment and Economic Development (DEED) and Technical Assistance to Brownfields (TAB) to begin the planning to do the Phase One and Phase Two reporting and cleanup plans, look for funding sources for financial assistance in costs for the project, consider redevelopment plans on the property, and any other requirements that need to be completed prior to the demo of the buildings.
 6. **Huey Project:** Kurk met with Rick Mages the day before this meeting and they updated the donation list and amounts which were at \$89,000.00. They also received some updated photos of the work on the helicopter and said that the project is on course for an August delivery.
 7. **China House Cafe & Poppy's Railway:** No update on either

G. New Business

- 1. Pocket Park – Corner of Hwys 4 & 14:** Joann planted flowers in the planters on the wall. She said that the property possibly needed some spot areas of grass reseeding.
- 2. SE Brewing Coompany Sign/Awning Application request:** Kurk informed the Board that the Sign & Awning Program already had approved financial amounts described in the application, so he just wanted to inform the Board of the SEBC application request for \$862.96 which will be for the two new signs on the east side of their new building. The application was approved as submitted.
M/S/C Joann, Toby
- 3. New Ulm Journal Housing Abatement Article:** The Board decided that abatement could possibly be considered, but that other possible incentives could be offered to developers for residential lots that could be easier, more efficient, and less outside assistance needed.
- 4. EDA Finance Committee:** The EDA Finance Committee will be meeting on May 31 to review the SEBC Business Assistance Application for the remodeling and construction work they are doing on the patio, deck, and pergola on the new building. A motion was made that if the Finance Committee approved of the application that the full EDA Board also approves and would award the amount of the application request.
M/S/C Joann, Toby

Joann informed the EDA Board that Little Sprouts Learning Center was just recently approved for their 501C non-profit status.

Adjourned: President Kathy Haala adjourned the meeting at 12:43pm

The next EDA Board Meeting meeting will be **Tuesday, June 28, 2022** @ Noon – Council Chambers

Sleepy Eye EDA Board Meeting Minutes June 28, 2022 – Noon – Council Chambers

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Toby Arneson, Mike Carr, Casey Coulson, Kathy Haala, Mark Kober, Joann Schmidt, Gary Windschitl

Advisory Board Members Present: Bob Elston, Wayne Pelzel, Kurk Kramer

Absent: Christina Andres

A. Call to Order & Approval of Agenda: The meeting was called to order by President Kathy Haala at 12:05PM on June 28, 2022. **M/M/S Casey, Mark**

B. Approval of May EDA Board Meeting Minutes: **M/M/S Mark, Toby**

C. Financial Reports: **M/M/S Mike, Gary**

1. **RLF Report:** As Written
2. **Business Assistance Fund:** As Written
3. **Active EDA Resources Report:** As Written
4. **2022 EDA Programs Disbursements:** As Written

D. Approval of Bills:

1. **No Bills Presented**

E. Reports

1. **EDA Coordinator:** As Written
2. **Chamber Director:** No June Chamber Meeting – No Report

F. Old Business

1. **HRA & EDA Meeting:** No update, still waiting for confirmation date from HRA reps
2. **Sunset Memorial Park Cemetery:** Kurk presented the written response from our city attorney on the status and consideration for the EDA to forfeit the property to Davison County.
3. **Orchid Inn Property Proposal:** Presentation of two Purchase Agreements, one with a Lease Agreement, were presented to the EDA Board for approval. The first was to purchase four properties from Bob Pelzel with a five year lease on one of them. **M/M/S Mark, Mike**
The second was a Purchase Agreement for Bob Pelzel to purchase the former Orchid Inn property from the EDA. **M/M/S Joann, Casey**
The Board approved each of the Purchase Agreements.
4. **Huey Project:** Kurk shared an update, with pictures, on the status of the Huey and the progress that is being made on its restoration.

G. New Business

1. **EDA Finance Committee Recommendation on Kimberly Ecker Application:** The Finance Committee recommended approval of the application request. However, Kurk met with her after the Finance Committee Meeting and she has requested putting the application request on hold for now as she further explores and determines what rehab work is required and what specifics are needed to rehab the apartment on the second story of the building.

2. **SE Brewing Company Sign/Awning Application Request:** Kurk informed the Board that the SEBC inquired about additional application request for signage costs. The Board would like the SEBC to submit an additional application for the Board to consider the request.
3. **Little Sprouts Learning Center:** Joann Schmidt gave an update on the status of the center.

Meeting Adjourned: President Kathy Haala adjourned the meeting at 12:58PM

The next EDA Board Meeting will be **Tuesday, July 19, 2022** @ Noon – Council Chambers or Railway

EDA President - Kathy Haala

EDA Sec/Treas. - Gary Windschitl

Sleepy Eye EDA Board Meeting Minutes
July 19, 2022

***Mission Statement:** The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.*

Board Members Present: Mike Carr, Gary Windschitl, Joann Schmidt, Casey Coulson

Advisory Board Members Present: Kurk Kramer, Bob Elston, Wayne Pelzel

Absent: Mark Kober, Christina Andres, Kathy Haala, Toby Arneson

A. Call to Order & Approval of Agenda: The meeting was called to order by Vice President Mike Carr at 12:05pm on July 19, 2022. **M/M/S** **Gary, Joann**

B. Approval of June EDA Board Meeting Minutes: **M/M/S** **Joann, Casey**

C. Financial Report: **M/M/S** **Gary, Joann**

1. **RLF Report:** As Written
2. **Business Assistance Fund:** As Written
3. **Active EDA Resources Report:** As Written
4. **2022 EDA Program Disbursements:** As Written

D. Approval of Bills: No Bills Presented

E. EDA Coordinator's Report: As Written

F. Chamber Director Report: As Written

G. Old Business:

- 1) **Orchid Inn Purchase Agreement Status:** No change still waiting for response from Bob P.
- 2) **Huey Project Update:** August 2, pick up helicopter, August 5 helicopter arrives in Sleepy Eye, in Summerfest Parade, September 11, dedication in Veteran's Park.
- 3) **Babe Ruth Anniversary Celebration:** October 15, at baseball field and evening program at Sleepy Eye Brewing Company

H. New Business:

- 1) **Preliminary Information on the Matt Mages Building Purchase from Mark Elijah:**
 - a) Scope of Work
 - b) Cost Estimates
 - c) Will be reviewed by Finance Committee when EDA Application is submitted. Finance Committee will make recommendation to full EDA Board

I. Meeting Adjourned: at 12:27pm by VP Mike Carr

Next EDA Board Meeting meeting will be **Tuesday, August 23, 2022** – NOON @ Poppy's Bar Railway

Sleepy Eye EDA Board Meeting Minutes
Tuesday, August 23, 2022

Mission Statement: *The mission of the Sleepy Eye Economic Development Authority (EDA) is to maintain and improve the community through the retention and growth of business, industry, and services.*

Board Members Present: Mike Carr, Casey Coulson, Kathy Haala, Joann Schmidt, Gary Windschitl

Advisory Board Members Present: Bob Elston, Kurk Kramer, Wayne Pelzel

Board Members Absent: Christina Andres, Toby Arneson, Mark Kober

Call to Order: The meeting was called to order by EDA President Kathy Haala at 12:03PM on August 23, 2022, at Poppy's Bar Railway.

Approval of Agenda and July EDA Board Minutes: Approval of the agenda as printed.
M/M/S Gary W. & Mike C.

Approval of the July 2022 EDA Board Meeting Minutes: Approval of the minutes as printed.
M/M/S Mike C. & Joann S.

Financial Reports: The Revolving Loan Fund, Business Assistance Fund, Active EDA Resources, and 2022 EDA Program Disbursement Reports were all presented as printed and accepted.
M/M/S Mike C. & Casey C.

Approval of Bills: There were no new bills presented this month.

Reports: The EDA Coordinator Report and the Chamber Director Report were both presented as written. Kurk added to his report that he had applied for a Small Towns Grant from Southern Minnesota Initiative Foundation (SMIF) that was accepted, and that the EDA has been awarded \$10,000.00 for the Downtown Revitalization Committee to use on their Downtown Walking Tour expenses for written brochures, window signage, metal benches, and social media costs for promotion of the program. This grant money will be awarded mid-September.

Old Business: The purchase agreements that were presented to Bob Pelzel for the sale of the former Orchid Inn property from the EDA to him, and four of his properties to the EDA did not get signed and are no longer being pursued by either party. Kurk gave the Board an update on the status of the Huey Project and the tentative installation dates of September 6/7, with the dedication ceremony on Sunday, September 11, 2022, beginning at 1:00PM at Veteran's Park. He also informed the Board that he had begun sketching plans for the landscaping around the Huey once it has been installed and that he will be contacting Mike Sprenger from Redwood Falls Nursery to get them involved with the planning, designing process, and installation which will start this coming spring. The final topic discussed was the upcoming 100th Anniversary Celebration of Babe Ruth's Barnstorming visit to Sleepy Eye. This event will take place on October 15th beginning at the Sleepy Eye Baseball Field at 1:00PM and concluding with a program at Sleepy Eye Brewing Company later in the afternoon and evening.

New Business: Since the sale of the Orchid Inn to Bob Pelzel is no longer being pursued Kurk shared with the Board that he had met with the Little Sprouts Learning Center Board and discussed the possibility of LSLC considering the Orchid Inn Motel and Minnesota Room as a possible location. The center area of the complex would be demoed. This would enable what he felt would be a particularly good plan to put together to access DEED grant money for demolition and redevelopment since it included early childcare. The LSLC Board was positive with this idea and will be touring the property on September 8. It will be from that point that we will continue to proceed with that plan or look at any other options for the property or just go ahead and demo it all and then have bare lots to sell. The last topic of the meeting was the Mages Land Company grant application which was submitted to Kurk a couple of days prior to this meeting. He will be meeting with Matt Mages and his banker to discuss the numbers of the project and the request for EDA assistance. Kurk will then get the EDA Finance Committee together to review the application and prepare a recommendation to the full EDA Board for approval.

Meeting Adjourned:

President Kathy Haala adjourned the August 2022 EDA Board Meeting at 12:28PM.

The next EDA Board Meeting will be Tuesday, September 20, 2022, at Noon, at Poppy's Bar.

Sleepy Eye EDA April Meeting Minutes
September 20, 2022 @ Noon – Poppy’s Bar & Grill

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Gary Windschitl, Kathy Haala, Joann Schmidt, Casey Couslon, Toby Arneson, Mark Kober, Mike Carr

Advisory Board Members Present: Kurk Kramer, Christina Andres, Wayne Pelzel, Bob Elston

- A. **Call to Order:** The meeting was called to order by President Kathy Haala at 12:03pm on September 20, 2022.
- B. **Approval of Agenda** – with added LSLC update **M/S/C Mark, Mike**
- C. **Approval of August Minutes: M/S/C Casey, Gary**
- D. **Accept Financial Report M/S/C Joann, Mike**
 - 1. **RLF Report:** As Written
 - 2. **Business Assistance Fund:** As Written
 - 3. **All Active EDA Resources:** As Written
- E. **Approval of Bills:** None
- F. **Reports**
 - 1. **EDA Coordinator’s Report:** As Written
 - 2. **Chamber Director Report:** As Written
- G. **Old Business**
 - 1. **Orchid Inn Property** – Kurk informed the Board that he had another interested party take a look at the building and he’d keep us posted on any further pursuit.
 - 2. **Sunset Memorial Park Cemetary** – Kurk presented the Board with a new proposal from an interested party wishing to take over the property January 2023. This new party was concerned about the paper filing & transfer fees and was wondering if the Board would consider covering that cost. Kurk will present the offer to the interested individual and report back at the next meeting. The Board agreed to offer \$10K for a \$1 payment of the property and signed purchase agreement. **M/S/C Joann, Mark**
 - 3. **Babe Ruth Anniversary Update** – Kurk gave an update of the event plans set for October 15, 2022.
- H. **New Business**
 - 1. **Recommendation on two EDA Business Assistance Applications** –
 - a. Matt Mages – Magesland Company request for \$50K **M/S/C Joann, Mike**
 - b. Mark Kober – Sleepy Eye Uptown request for \$17,900 **M/S/C Casey, Toby; Mark Kober abstained**
 - 2. **LSLC update** – Joann informed the Board that the center was struggling. They are trying to find a new director but the search isn’t going well. They are unable to grow because staffing is short. It’s difficult to increase staffing because wages cannot be increased and if they do grow, they are limited in center space. At this point they’re not sure how much longer the center can stay open. Joann is going to look into area childcare franchises to see if there’s anything nearby that would make sense. She also expressed that if the business community and school could somehow get involved that might help offset expenses. She will keep us updated.
 - 3. **Other** – Kurk handed out sketches of the proposed landscaping for Veteran’s Park around the huey location. He also included a sketch for the pocket park at 4 & 14 with the Sleepy Eye name added. The board asked him to look into pricing for the addition; even if the letters are blocked during the winter, they would be seen for the other 8 months out of the year.

Adjourned: Kathy Haala @ 1:06pm

Next EDA Board Meeting will be **Tuesday, October 25, 2022** @ Noon, Poppy’s Bar & Grill

Sleepy Eye Economic Development Authority
Meeting Minutes
October 25, 2022

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Casey Coulson, Joann Schmidt, Kathy Haala, Gary Windschitl, Mark Kober

Advisory Board Members Present: Bob Elston, Wayne Pelzel, Kurk Kramer

Also Present: City Attorney Alissa Fischer Groen

Absent: Toby Arneson, Mike Carr, Christina Andres

A. Call to Order- Approval of Agenda:

The meeting was called to order by President Kathy Haala at 12:03pm on October 25, 2022.

The agenda was approved with two additions. **M/M/S to approve: Gary W. and Mark K.**

B. Approval of Minutes:

Motion to approve the September meeting minutes.

M/M/S to approve: Gary W. and Casey C.

C. Financial Report:

Kurk provided the October Financial Reports. The RLF, Business Assistance/Rehab Fund, EDA Programs 2014-YTD, and the 2022 EDA Program Disbursements.

M/M/S to approve: Mark K. and Joann S.

D. Bills: No bills were presented at the October meeting.

E. EDA Coordinator Report: As Written

F. Chamber Director Report: As Written

G. Old Business:

1. **Sunset Memorial Park Cemetery:** City Attorney Alissa Groen attended the meeting to discuss possible scenarios for the Board to consider in establishing a perpetual care fund for the cemetery which could possibly improve interest in the sale of the property. She will explore some insurance and other related information concerning selling and get the information to Kurk to share with the Board at the next meeting.
2. **Orchid Inn:** Since the interest in purchasing the former Orchid Inn property from previous parties is no longer there, Kurk will begin the process of applying for a DEED Grant for the demolition and redevelopment of the property. He will also have conversations with some of the local businesses to see if they would be part of the application process and plan.

H. New Business:

1. **EDA Application:** Recommendation from the EDA Finance Committee to approve the EDA Business Assistance Application Form from Ron Berdan for Berdan Plumbing for the rehab work of the building's new roof. **M/M/S to approve: Mark K. and Joann S.**
2. **Discussion on EDA Annual Budget Numbers:** Bob Elston explained to the Board the process for setting, distributing, interest accrual, and reimbursement of funds used for the EDA programs in and out of the General Fund each year.
3. Kurk mentioned that the Sleepy Eye Arena will be approaching the EDA to apply for assistance for their next arena improvement project beginning in 2023.
4. There was a brief discussion on Little Sprouts Learning Center current status and operations.

5. The EDA Board requested information for the November meeting to discuss housing and working with the local HRA Board to consider a possible project for addressing the housing situation here. They also wanted an update on the status and timing of the EDA Note with the owners of the former City Hall building which was purchased from the EDA earlier in 2022.

I. **Adjourn:** The meeting was adjourned by President Kathy Haala at 12:53pm

Next Board meeting is **Tuesday, November 22, 2022** at City Hall in the Council Chambers.

EDA President Kathy Haala

EDA Sec/Treas. Gary Windschitl

Sleepy Eye EDA November Meeting Minutes
November 22, 2022 @ Noon – Council Chambers

Mission Statement: The mission of the Sleepy Eye Economic Development Authority is to maintain and improve the community through the retention and growth of business, industry, and services.

Board Members Present: Gary Windschitl, Kathy Haala, Joann Schmidt, Casey Coulson, Toby Arneson

Advisory Board Members Present: Kurk Kramer, Christina Andres, Wayne Pelzel, Bob Elston

Absent Members: Mark Kober, Mike Carr

A. Call to Order: The meeting was called to order by President Kathy Haala at 12:05pm on Nov. 22, 2022.

B. Approval of Agenda – with added LSLC update **M/S/C Casey, Gary**

C. Approval of October Minutes: As Written **M/S/C Joann, Gary**

D. Accept Financial Report **M/S/C Joann, Casey**

1. **RLF Report:** As Written
2. **Business Assistance Fund:** As Written
3. **All Active EDA Resources:** As Written
4. **2022 EDA Program Disbursements:** As Written

E. Approval of Bills:

1. **Annual SMIF Contribution Request:** The Board approves a \$1000 contribution to the continuing efforts of SMIF (Southern MN Initiative Foundation) for 2023.

M/S/C Joann, Casey

F. Reports

1. **EDA Coordinator's Report:** As Written
2. **Chamber Director Report:** As Written

G. Old Business

1. **Sunset Memorial Park Cemetary –** Kurk presented the Board with the latest on the property and the Tax Notice that was in the packet. No action is required, just wanted to keep all aware of the status.
2. **Former Orchid Inn Property**
 - a. Proposal from EJS Properties – The EDA Board is not accepting the submitted EJS Properties proposal due to excessive contingencies listed in the proposal. The EDA will instead look to proceed on their own with plans on demolition and redevelopment.
M/S/C Casey, Gary
3. **EDA/HRA Proposed Meeting –** Bob Elston reported on his meeting with the HRA Executive Director on setting a meeting with the HRA and EDA Boards about future projects and opportunities for the HRA to expand on. The EDA Board agreed that a joint meeting should be scheduled to have discussions. Bob will reach out and get something on the calendar.

H. New Business

1. **LSLC update –** Kurk met with the Little Sprouts Learning Center Board and was given updated information and projections from President Cody Groen. The numbers seemed positive and trending in the right direction. Cody will plan to attend the Annual EDA Planning Meeting in January to give his outlook on the future projections for LSLC and discuss the with the Board the status of the note that they have with the EDA and the considerations from the EDA in their July 2020 Meeting Minutes.

2. **Purchase Agreement & Earnest Money Contract w/Hannah Real Estate Partners** – Kurk presented the Board with copies of the Purchase Agreement and Earnest Money Contract for the 108 Main Street West Property. The Board suggested sending a reminder letter and also inquiring if anything has changed with their plans to move forward. Kurk will report to the Board at the January meeting what response he received.
3. **Veteran’s Park Landscaping Plan** – Kurk handed out sketches of the proposed landscaping for Veteran’s Park around the Huey location.
4. There will be no December 2022 EDA Board Meeting.
5. **January Planning Meeting** – Tuesday, January 24, 2023 beginning at 4pm, at the PIX. The EDA Board Members should Email Kurk with any topic ideas or considerations.

Adjourned: Kathy Haala @ 12:59pm

The next EDA Board Meeting will be **Tuesday, January 24, 2023** @ 4pm at the PIX.