

**Sleepy Eye EDA Board Meeting Minutes  
July 23, 2024 – 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.

**Present:** Kathy Haala, Joann Schmidt, Gary Windschitl, Toby Arneson, Mark Kober, Wayne Pelzel, Bob Elston, Christina Andres, Kurk Kramer

**Absent:** Mike Carr, Casey Coulson

**A. Call to Order & Approval of Agenda:** The meeting was called to order by Chair, Kathy Haala, at 12:02PM. **M/S/C – Gary, Joann**

**B. Approval of June 2024, EDA Board Meeting Minutes:** **M/S/C – Gary, Toby**

**C. Financial Reports Approved as Printed:** **M/S/C –Joann, Mark**

**D. Approval of Bills:**  
1. None

**E. Reports:**     **EDA Coordinator:** As Printed in Meeting Packet  
                  **Chamber Director Report:** As Printed in Meeting Packet

**F. Old Business:**

1. **108 West Main Building:** Kurk has arranged with the Brown County Sentence to Serve group to clean the building out beginning the last week of July. They will get rid of all the old furniture, insulation, ceiling tiles and rails, carpeting, and the contents of the basement.
2. **Former China 14 Building:** Kurk shared a copy of the update from Alissa on the process of obtaining a warrant for an interior inspection of the building. The request for a warrant has been submitted.
3. **EDA 2025 Budget Discussion:** A brief summary was given by City Manager Bob Elston. He will provide a written report to the EDA Board at the August Meeting.
4. **The Discussion on Community Housing.**
  - a) **Excelsior Homes:** Kurk shared with the Board the meeting that the EDA Finance Committee had with Beau Munsell from Excelsior Homes and the information that was discussed regarding a modular home that could also have a garage added to the floor plan. Beau was going to have a revised floor plan, specific costs of the project, and all of the needed information to move forward with the housing project ready for Kurk to present to the Board at this July meeting. However, nothing was received prior to the meeting so this has been tabled for discussion and review at the August EDA Board Meeting.

- b) **Lot Location – Snow 2<sup>nd</sup> Addition:** The Board discussed the available lots on the Snow 2<sup>nd</sup> Addition and has determined that the first or second lots north along 6<sup>th</sup> Avenue would be the best location. However, due to not having the floor plan yet, the Board decided to wait to make a final decision until they have the house floor plan to look at setbacks and positioning of the house on the lot to see which of the two lots would be the best choice.
- c) **Lot, Home Price, and Project Plans:** Tabled to August Meeting, waiting for plans and other information from Excelsior Homes.

**G. New Business:**

- 1. **Northfield Housing Visit:** Joann and Kurk spent a day in Northfield meeting with Steve Schmidt, a local developer, and Melissa Hanson, Housing Coordinator. We met for over two hours talking about the work they have done with housing and their housing programs. We were then able to tour some of the housing developments as well as numerous downtown businesses. Joann explained to the Board in more details some of the resources, contacts, and program information that Melissa presented to us. The plan is to use these things to assist the EDA and HRA as we continue to address local housing issues. It was also mentioned that the local HRA was beginning to plan on obtaining the house next to the fire station from the city and move it to the HRA property for a housing option.
- 2. **Community Center Office Space Request:** Kurk shared with the Board that he has been in contact and discussions with Suzanne Kral as she has interest in renting an available office space in the community center. This is something that will be arranged within the next two weeks as she would like to begin using the office space on August 1. Kurk has talked with City Attorney Alissa Groen about formulating the lease and getting it ready to be able to have Suzanne sign it prior to August 1, 2024. The rent will be \$350.00 per month with a \$350.00 damage deposit required, and stipulations in the lease on the use of the office space being limited during elections. This lease will be similar to the one signed by Rachel Albrecht of Insight Counseling for her office space.

**H. Adjourn:**

- 1. Chair, Kathy Haala, adjourned the meeting at 1:02PM.

The next EDA Board Meeting is Tuesday, August 27, 2024, at Noon in the Council Chambers.

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EDA Chairman, Kathy Haala

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EDA Secretary/Treasurer, Gary Windschitl