

January 2025 Sleepy Eye EDA Board Meeting Minutes
January 28, 2025 – Noon – Event Center

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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Kathy Haala, Casey Coulson, Toby Arneson, Mike Carr, Wayne Pelzel, Alex Bruggeman, Scott Krzmarzick, Joann Schmidt, Bob Elston, Christina Andres, Kurk Kramer

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:01PM. **M/S/C – Wayne, Toby**

B. New EDA Board Members Welcome: Wayne Pelzel, Alex Bruggeman, and Scott Krzmarzick were welcomed as new members of the EDA Board.

C. Election of Officers for 2025:

- | | |
|-------------------------|---------------|
| 1. Chairman: | Kathy Haala |
| 2. Vice-Chair: | Mike Carr |
| 3. Secretary/Treasurer: | Casey Coulson |
| 4. Finance Committee: | Toby Arneson |

M/S/C – Wayne, Casey

D. Approval of November 2024, EDA Board Meeting Minutes:

M/S/C – Mike, Wayne

E. Financial Reports Approved as Printed:

M/S/C –Mike, Casey

F. Approval of Bills: No Bills Presented

G. Reports: **EDA Coordinator:** As Printed in Meeting Packet
 Chamber Director Report: No Report

H. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:
 - a. **120 Main Street East Building:** Former Minnegasco Building, owned by Chuck Hauser. Kurk updated the Board on the status of the renovations to the building and that Chuck had submitted the application fee of \$300.00 and all the required documents except for the building permit. His hope was to start setting trusses as soon as the building permit application was approved.
 - b. **108 West Main Building:** The Board discussed the sale of the building and that this might become an EDA project for rehab and future leasing and/or apartment rental as a future revenue source for the EDA. The Board approved making this one of the 2025 EDA Goals and will begin determining the costs for renovations. This is currently on hold because of interest and walk through of the building by two different parties interested in the building.

- c. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. Kurk reported to the Board that the building inspector, Randy King, had inspected the building and shared the following information: I am in the process of putting together a formal report for Alissa (city attorney). The following items were observed which would be considered concerns as it relates to the Minnesota Building Code Administrations Rules 1300.
 - aa) Building durability is a concern as multiple areas of what appears to be active roof leakage including damage to the ceilings of the second-floor apartment was observed in sleeping rooms, the kitchen / living area, and a bathroom. In addition, windows are damaged at the front and rear of the building.
 - bb) Building sanitation is also a concern as the building has been vacated for some time and large areas of what appeared to be mold growth has grown predominantly in the second-floor apartment rooms in areas of water damage and in general the commercial cooking area has not been addressed for cleanliness for some time
 - cc) Building egress and fire hazards are a concern as a large accumulation of personal belongings remain predominantly in the second-floor apartment especially in sleeping rooms which would prohibit the ability for timely egress in the event of an emergency and adds to the potential for fuel loads for a fire.
2. **Snow 2nd Addition Duplex:** Kurk reported to the Board that he had received bids from Esser Brothers Construction on the Twin Home Project and that he wanted to meet with the Finance Committee to go over the numbers and then the committee could make a recommendation to the full EDA Board for review and then hopefully begin to move forward with the project.
3. **Snow 2nd Addition Block 1, Lots #2, 3, 4, 5, 6, 9, 10 Purchase Agreement:** The purchase agreement for these properties was at the city attorney's office having a couple of revisions being done before final approval and signing.
4. **Early Childcare Information:** Kurk shared an article with the Board from First Children's Finance on the Rural Child Care Innovation Program (RCCIP).

I. New Business:

1. **EDA Board Resignation Letter:** Kurk presented the resignation letter from Mark Kober stating that he was resigning his position on the EDA Board.
2. **2025 EDA Budget Funds:** The Board voted to use the 2025 EDA budgeted amount of \$160,000.00 to continue offering the EDA Business Assistance Program, as the EDA has the past few years, to those businesses that were looking for financial assistance from the EDA on business start-ups, building rehab/renovations, and/or other business related needs as they coincide with the program's guidelines.
3. **EDA/HRA Efforts Regarding Local Housing:** Kurk shared information from South Central Service Cooperative (SCSC) with the Board about how this organization can assist EDA's and HRA's with economic development and

housing. The Board then directed Kurk to contact Mike Humpal, the SCSC representative, to set up a meeting with him and the Board to discuss how they might be able to assist us with the community's housing needs.

4. **Rebound Partners, REVOcity, & Community Real Estate Fund Discussion:** Kurk distributed a packet of materials, slides, and an overview of information with the Board on Rebound Partners and REVOcity. It was a lot of information, and the Board decided to send it to the Finance Committee for discussion and some directions and then have them bring it back to the full Board.
5. **EDA Mission Statement Addition:** Discussion was held on adding an additional sentence to the EDA Mission Statement (highlighted): **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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.**
M/S/C –Mike, Alex
6. **Bankruptcy Notice Letter:** The EDA received a letter from the United States Bankruptcy Court, District of Minnesota, stating the **Discharge of Chapter 13 Debtors** was filed for Dan Blaalid (Jimmy's Pizza). This was for the EDA loan that was awarded in April of 2016.
7. **BBC Annual Dinner:** Kurk asked the EDA Board if they wished to purchase a table for the Bridging Brown County Annual Dinner. There were going to be enough board members attending that they said to go ahead and get one.

J. Adjourn: Chair, Kathy Haala, adjourned the meeting at 1:13PM.

Next EDA Board Meeting is Tuesday, February 25, 2025, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

February 2025 Sleepy Eye EDA Board Meeting Minutes
February 25, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Alex Bruggeman, Mike Carr, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Bob Elston, Christina Andres, Kurk Kramer

Absent: Casey Coulson, Kathy Haala

A. Call to Order & Approval of Agenda: The meeting was called to order by Vice-Chair, Mike Carr, at 12:03PM. The agenda was adjusted so discussion and presentation from Pete Guggisberg of First Security Bank, and City Attorney, Alissa Fischer Groen could present information to the EDA Board regarding the financing and legal considerations for the Board regarding the Twin Home Project with Esser Brothers Construction.

M/S/C – Wayne, Toby

B. Approval of January 2025, EDA Board Meeting Minutes:

M/S/C – Alex, Scott

C. Financial Reports Approved as Printed:

M/S/C – Alex, Wayne

D. Approval of Bills: No Bills Presented

E. Reports: EDA Coordinator: As Printed in Meeting Packet

Chamber Director Report: As Printed in Meeting Packet

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:
 - a. **120 Main Street East Building:** Former Minnegasco Building, owned by Chuck Hauser. They were setting the trusses and roofing as we met.
 - b. **108 West Main Building:** Nothing new to share with the Board as they continue to wait for some predesign plans and options for potential use from Eric Oleson
 - c. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. There were no updates to report since the building was inspected.
2. **Snow 2nd Addition Block 1, Lots #2, 3, 4, 5, 6, 9, 10 Purchase Agreement:** The interest in the lots and the purchase agreement for these properties was withdrawn from BlueStem Garden Works. There was some possible interest in some of the lots from another party, however, nothing has yet developed.
3. **EDA/HRA Efforts Regarding Local Housing:** The Board decided to wait at this time to use South Central Service Cooperative (SCSC) to assist the EDA and HRA's with economic development and housing.

4. **Rebound Partners, REVOcity, & Community Real Estate Fund Discussion:**
The Board decided that the EDA Finance Committee should review the materials and then have them bring a recommendation back to the full Board.

G. New Business:

1. **Twin Home Project:**

Pete Guggisberg and Alissa Fischer Groen Presentation on financing and legal considerations for the EDA Board regarding the Twin Home Project with Esser Brothers Construction. After the presentations and discussion with Pete and Alissa, it was determined that the EDA and City, with approval from the City Council and legal review of the agreement from the City Attorney, would move forward with providing the financing at 75% of estimated costs to back the project with Esser Brothers Construction as the general contractor for the project. EBC would provide 25% of the estimated costs on their own for the twin home project on the Snow 2nd Addition. Profits on the sale of the homes would be split evenly at 50% between the two partners with the EDA /City rolling their 50% towards a second twin home project with EBC.

M/S/C – Wayne, Toby

2. **SMIF 2024 Impact Report:** Kurk provided the written report to the Board for their information. No action was needed or taken.

H. Adjourn: Vice-Chair, Mike Carr, adjourned the meeting at 1:07PM.

Next EDA Board Meeting is Tuesday, March 25, 2025, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

March 2025 Sleepy Eye EDA Board Meeting Minutes
March 18, 2025 – 8:00AM – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Casey Coulson, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Bob Elston, Kurk Kramer

Absent: Alex Bruggeman, Christina Andres

- A. Call to Order & Approval of Agenda:** The meeting was called to order by Chair, Kathy Haala, at 8:01AM. The agenda was adjusted so discussion with Pete Guggisberg of First Security Bank, Kyle Esser, from Esser Brothers Construction, and the EDA Board could be done at the top of the meeting regarding the financing, legal considerations, and the need for soil samples for at least two of the considered lots on the Snow 2nd Addition, all relating to the Twin Home Project with Esser Brothers Construction.

M/S/C –Toby, Wayne

- B. Approval of February 2025, EDA Board Meeting Minutes:**

M/S/C – Scott, Mike

- C. Financial Reports Approved as Printed:**

M/S/C – Wayne, Casey

- D. Approval of Bills:** No Bills Presented

- E. Reports:** **EDA Coordinator:** As Printed in Meeting Packet
 Chamber Director Report: No Report For March

- F. Old Business:**

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:
 - a. **120 Main Street East Building:** Chuck Hauser Building, the new roof is on the north end of the building, the Tyvek is on the side walls, and the interior continues to be gutted on both floors.
 - b. **108 West Main Building:** Justin Steffl, and Starry Night Woodworking, has agreed to install the gutter and soffit on the north side of the building, to repair/enclose the ground level door on the north side. Kurk will ask Justin if he would also repair the needed work on the northeast corner of the foundation. The Board continues to wait for some predesign plans and options for potential use from Eric Oleson.
 - c. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. Kurk shared the building inspection report from Prokore, and the City Council Resolution (5-2025) ordering the correction of the conditions of the building.

2. **Rebound Partners, REVOcity, & Community Real Estate Fund Discussion:**
The EDA Finance Committee recommended to the full EDA Board that this effort be tabled at this time so more research could be done prior to making any commitment to this. The Board agreed to this recommendation.
3. **Twin Home Project:** The Board began the discussion with Pete Guggisberg of First Security Bank, Kyle Esser, from Esser Brothers Construction, regarding the financing, legal considerations, and the need for soil samples for at least two of the considered lots on the Snow 2nd Addition, all relating to the Twin Home Project with Esser Brothers Construction. Numerous scenarios for financing options were discussed and will be considered by Esser Brothers to use in the project. The first thing the Board felt needed to happen was to have soil sampling done on the two lots (#11 and #12) along Sixth Avenue on the Snow Second Addition to see if they were even conducive for building a twin home on due to the soil samples done on the other lots north of them on the 2nd Addition. Prior to the meeting, Kurk contacted Greg Guyer from American Engineering Testing, which was the company that did the soil testing in 2016 on the ten lots to the north. Greg described the results in the report on those ten lots and shared that any soil with a geology classification of swamp deposit was not suitable to support even lightly loaded residential structures. Upon those comments from Greg, the Board decided that soil testing should be done and directed Kurk to contact Greg and have him submit a proposal for testing the two lots.

M/S/C – Wayne, Toby

G. New Business:

1. **Anytime Fitness - Trevor Wittwer EDA Business Assistance Program**
Application: The Finance Committee reviewed the EDA Business Assistance Program Application from Trevor Wittwer, Anytime Fitness. The Committee recommended that this application should be tabled until 2026. There was concern that the application when using the EDA Scoring Matrix for applications scored extremely low, and also that the EDA was considering using budget money in 2025 to go towards housing projects. The Board did not want to decline the application, but instead moved to table it until next year, as Trevor had made mention that he could put the project off for a year. The application was tabled until 2026.

M/S/C – Wayne, Scott

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 8:55AM.

Next EDA Board Meeting is Tuesday, April 22, 2025, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

April 2025 Sleepy Eye EDA Board Meeting Minutes
April 22, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Alex Bruggeman, Casey Coulson, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Christina Andres, Bob Elston, Kurk Kramer

Absent: Toby Arneson

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:00pm.

M/S/C – Wayne, Mike

B. Approval of March 2025, EDA Board Meeting Minutes:

M/S/C – Scott, Alex

C. Financial Reports Approved as Printed:

M/S/C – Wayne, Mike

D. Approval of Bills: No Bills Presented

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

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:
 - a. **120 Main Street East Building:** Chuck Hauser Building, the new roof is on the north end of the building, the Tyvek is on the side walls, and the interior continues to be gutted on both floors. Chuck is having some difficulties getting cooperation from his neighbor with the property to the West as he is trying to get his west side of the building sided.
 - b. **108 West Main Building:** Justin Steffl, and Starry Night Woodworking, have agreed to install the gutter and soffit on the north side of the building. The Board continues to wait for some predesign plans and options for potential use from Eric Oleson. He has not responded to any emails that Kurk has sent him for nearly three months.
 - c. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. City Attorney, Alissa Fischer Groen shared the process and procedures that are in place since the building warrant has been carried out, and the resolution has been delivered to take care of the work that is needed to be done.
2. **Rebound Partners, REVOcity, & Community Real Estate Fund Discussion:**
 - a. Tabled to May 2025 EDA Board Meeting

3. **Twin Home Project:** The Board continued the discussion for the need for soil samples on the Snow 2nd Addition, lots #11 and #12. The Board reviewed the proposal from American Engineering Testing, which was the company that did the soil testing in 2016 on the ten lots to the north. After Kurk received some information on the two lots from Joe Steffl, he explained to the Board the details and as a result the EDA Board has decided that they would not have the soil testing done on the two lots, and they directed Kurk to contact Joe and suggest that he make an offer on the purchase of the two lots.
 - a. After the discussion on the soil boring and housing, and with the additional applications for business assistance, the EDA Board made the decision to table the efforts on housing, as there are some housing projects that currently are taking place in Sleepy Eye and refocus on the Business Assistance Program as has been the focus in the past years. M/S/C – Wayne, Alex
4. **Anytime Fitness - Trevor Wittwer EDA Business Assistance Program**
 Application: Last month the EDA Board reviewed this application and tabled it until 2026. There was concern that the application when using the EDA Scoring Matrix for applications scored extremely low, and also that the EDA was currently working with Trevor on a previously awarded EDA loan. The Board did not want to decline the application, but instead wanted to work with new applicants in 2025, and wait until next year to consider this application, as Trevor had mentioned that he could put the project off for a year.
5. **BlueStem Garden Works – Snow 2nd Addition Lots:** Kurk informed the Board that he had contacted Michael Springer for discussion on the north ten lots but had not received any response at this time on interest regarding them.

G. New Business:

1. **EDA Board Consideration on 2025 Funding Usage:** After a couple of months of discussion the EDA Board decided to continue to provide the EDA Business Assistance Program with the 2025 EDA funds. M/S/C – Alex, Wayne
2. **Jake Schauman - Three Jax Printing:** EDA Business Assistance Application – Reviewed by the EDA Finance Committee with a recommendation to the full EDA Board to approve the application for \$25,000.00 to be used for a new roof on the 101 Main Street East building. M/S/C – Mike, Casey
3. **SPFCU Inquiry on EDA Involvement in Gap Financing for the sale of the AmericInn Hotel:** Kurk informed the Board that he had met with the potential new owners of the AmericInn here in Sleepy Eye, Mike Chaudhari of Sisseton, SD, and his brother-in-law, Raj. They own the Microtel Hotel in Springfield. They were inquiring about EDA financial assistance available for either purchasing and/or rehabilitation work (parking lot and landscaping) on the property. Kurk told them that he would bring this to the EDA Board at their April meeting, but that the Business Assistance Application would need to go to the finance committee first for review and then a recommendation to the full EDA Board. The Board discussed this preliminary request for assistance, and it was

decided that they would consider a Business Assistance Application over any gap financing for the purchase of the property.

4. Little Sprouts Learning Center – City Attorney, Alissa Fischer Groen – Presentation to Board Regarding LSLC Ceasing Operations Letter:

- a. Alissa presented the Notice Letter of Ceasing Operations from LSLC effective as of Friday, May 2, 2025. She stated the reasons for the closing of the center which were noted in the letter, the two main reasons being that the insurance premium for 2025 had increased to \$56,734.85 (a 35.6% increase), and the staffing issues relating to the loss of the current center director who would be leaving to take a new job elsewhere.
- b. Alissa addressed the history of the two EDA loans to Little Sprouts Learning Center, the related information regarding the structure of the two loans, and the related information regarding the possible amount of finances that will come back to the EDA after the sale of the center's contents following closing
- c. The EDA Board directed the LSLC Board to pick a local auction service to conduct an auction/sale for all of the center's equipment, furniture, and any other contents that could be sold.
- d. The EDA Board also directed the LSLC Board to offer for sale any and all contents to any of the local home care providers at 50% off of the purchase price of any aforementioned items. **M/S/C – Scott, Casey**
- e. This news was very disheartening for the EDA Board, but they did realize that the EDA was able to assist the community in providing additional early childcare at the center for the past seven years.
- f. The EDA Board will now put major emphasis and focus on addressing the community needs regarding early childcare.

5. New Ulm Journal Article on Garden Terrace: FYI for EDA Board Members

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 1:20PM.

Next EDA Board Meeting is Tuesday, May 27, 2025, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

Sleepy Eye EDA Special Meeting Minutes
Thursday, May 8, 2025 @ 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Board Members Present: Wayne Pelzel, Mike Carr, Kathy Haala, Scott Krzmarzick,

Advisory Board Members Present: Christina Andres, Joann Schmidt, Kurk Kramer,

Absent: Bob Elston, Toby Arneson, Casey Coulson, Alex Bruggeman

A. Call to Order: The Meeting was Called to Order at 12:10PM on May 8, 2025.

B. Discussion on the Little Sprouts Learning Center Closing and Proposal from the LSLC Board Regarding the Details and Sale of All LSLC Property and Equipment.

1. The Little Sprouts Learning Center Board Submitted a “Letter of Proposal” to the EDA Board. After the Reading and Discussion of the Letter There was a Motion to Approve the Proposal from the LSLC Board Regarding the Sale and Details of All Personal Property of LSLC as Stated in the Proposal of Sale Letter. The EDA Board Approved: **M/M/S Mike, Wayne**

C. Meeting Adjourned: 12:20PM

Next EDA Board Meeting – Regular Monthly Meeting on Tuesday, May 27, 2025 – Noon

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

May 2025 Sleepy Eye EDA Board Meeting Minutes
May 27, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Alex Bruggeman, Casey Coulson, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Bob Elston, Kurk Kramer

Absent: Christina Andres

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:01pm.

M/S/C – Wayne, Alex

B. Approval of April 2025 and Special May 8, EDA Board Meeting Minutes:

M/S/C – Scott, Mike

C. Financial Reports Approved as Printed:

M/S/C – Wayne, Scott

D. Approval of Bills: Starry Nights Woodworking

1. 108 West Main – Plywood Door, Gutter, Down Spout, Hardware - \$1294.42

M/S/C – Mike, Alex

E. Reports: EDA Coordinator: As Printed in Meeting Packet

Chamber Director Report: No May Chamber Meeting - No Report

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:

a. **120 Main Street E Building:** Chuck Hauser Building – rehab work continues.

b. **108 West Main Building:** Justin Steffl, (Starry Night Woodworking), have installed the gutter and soffit on the north side of the building. The Board continues to wait for some predesign plans and options for potential use from Eric Oleson. He has not responded to any emails that Kurk has sent for four months.

c. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. No new information on this building and the warrant status.

2. **Rebound Partners, REVOcity, & Community Real Estate Fund Discussion:**

a. The EDA Board opted to remove this topic until further needed.

3. **BlueStem Garden Works – Snow 2nd Addition Lots:** Kurk informed the Board that he had not received any response from Michael Springer on the north ten lots. Kurk is planning on a personal visit to Michael’s business to discuss.

4. **Little Sprouts Learning Center Update:** Kurk shared with the EDA Board two emails from Cody Groen and the LSLC Board sharing the results of the sale of all

the contents and equipment sold to the local home care providers. Cody is going to keep the EDA Board informed as to the final steps in closure of the center.

G. New Business:

1. EDA Board Addresses the Community Early Childcare Needs: The EDA Board discussed what type of action they should take (if any) in regards to addressing the community needs pertaining to early childcare. Much of the meeting time from this point covered numerous thoughts on this topic, and what possible action should be taken.

a. The Board directed Kurk to talk with the school district's superintendent, John Cselovszki, to consider what might come from the school district's perspective and also to find out what the contract timetable is with TVOC and their building on the school property.

b. At this time the Board felt they would just take a "wait and see" stance on what might materialize from the private sector in regards to childcare.

2. No Other New Business

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 12:50PM.

Next EDA Board Meeting is Tuesday, June 24, 2025, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

June 2025 Sleepy Eye EDA Board Meeting Minutes

June 24, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Casey Coulson, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Bob Elston, Kurk Kramer

Absent: Christina Andres, Alex Bruggeman,

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:02PM.

M/S/C – Wayne, Mike

B. Approval of May 2025, EDA Board Meeting Minutes:

M/S/C – Mike, Wayne

C. Financial Reports Approved as Printed:

M/S/C – Casey, Scott

D. Approval of Bills: Small Business Development Center (SBDC) Annual Commitment

1. \$2000.00 contribution to be submitted to the SBDC for 2026

M/S/C – Wayne, Mike

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

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:

a. 120 East Main Building: Chuck Hauser Building – rehab work continues. The EDA Board Members toured this building after the meeting to see the work that has already taken place. Chuck also shared upcoming plans on designs for the building on all three levels.

b. 108 West Main Building: Old City Hall Building - Eric Oleson, from Oleson & Hobbie Architects, submitted a proposal to the EDA Board on the “*Predesign Plans & Options*” for the building. The Board consider the information that was presented, and voted to put this proposal on hold for the time being. The Board will reconsider the proposal upon renewed interest with a possible buyer of the property as an incentive to offer to a prospective buyer. The Board instructed Kurk to display a “For Sale” Sign with phone number in the front window to see if that would generate some renewed interest in the building. Kurk will also

continue to mention this building being for sale on the radio when he is on the Community Accent Show on SAM 107.3FM.

c. 132 Main Street East: Former China 14 Building, owned by Yi Xiang Zhou. No new information on this building and the warrant status.

2. Snow 2nd Addition Lots:

a. BlueStem Garden Works: Kurk informed the Board that he had not received any response from Michael Springer (BlueStem Garden Works) regarding the north ten lots. Kurk will continue to pursue contact with Michael regarding moving his business to town and discuss the possible options for purchase, relocation, financing, etc.

b. Interest in Lots #11 & #12: Bob is continuing the discussion on the offer and purchase of these two lots with interested party. More details and information will be forth coming.

G. New Business:

1. Community Early Childcare Needs: Kurk presented to the EDA Board information from Jeff Andres, and the **Business of Child Care**, and the project this company is working on with the City of Mapleton. Kurk met with Jeff Andrews and the Mayor of Mapleton at the EDAM Conference this past week and talked with them about this project. A “Community Guide on Child Care”, a summary of notes from the “Business of Child Care Webinar”, and the “Practical Guide to Funding Child Care” were all distributed to the Board members for them to consider for upcoming EDA Board Meetings. The Board voted to have Kurk contact Jeff Andrews and invite him to a future EDA Board Meeting to present the information and answer questions.

2. No Other New Business

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 12:33PM.

Following the conclusion of the meeting the EDA Board Members walked to Chuck Hauser’s Building (120 Main Street East) to take a look at the rehab work that he has done to the building and to also get updated on the plans for the building when finished.

Next EDA Board Meeting is **Tuesday, July 22, 2025, at Noon**, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

July 2025 Sleepy Eye EDA Board Meeting Minutes

July 22, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Alex Bruggeman, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Joann Schmidt, Christina Andres, Bob Elston, Kurk Kramer

Absent: Casey Coulson

Special Guest Speaker: Jeff Andrews, “Business of Child Care“

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:00PM.

M/S/C – Wayne, Mike

B. Approval of June 2025, EDA Board Meeting Minutes:

M/S/C – Mike, Alex

C. Financial Reports Approved as Printed:

M/S/C – Wayne, Scott

D. Approval of Bills: No Bill Were Presented

E. Reports: **EDA Coordinator:** As Printed in Meeting Packet
 Chamber Director: No Report

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:

a. 108 West Main Building: Old City Hall Building – Kurk updated the Board on the renewed interest in the property and the numerous showings that he has done in the past two weeks, with more planned.

G. New Business:

1. Community Early Childcare Needs: Jeff Andrews, President of the **Business of Child Care**, was present at the meeting and gave a presentation and summary of the project “*Child Care House*” that his company and team is working on with the City of Mapleton. He shared information and answered questions. The Board is planning a trip to Mapleton to discuss with those involved and would like to move forward with the next steps in possibly getting started on a similar project here in Sleepy Eye.

2. Loan Subordination Request from SPFCU: Kurk presented information on a request from SouthPoint Federal Credit Union on an EDA loan subordination to

them for the Mark Kober “Sleepy Eye Uptown” for a Home Equity Line of Credit loan. The Board approved this request for subordination to SPFCU.

M/S/C – Mike, Alex

3. LSLC Letter – “Notice of Intent to Dissolve”: Kurk presented the letter to the Board for their information from City Attorney, Allisa Groen, regarding the letter filed with the Secretary of State and submitted to the Minnesota Attorney General regarding the intent to dissolve the business Little Sprouts Learning Center, Inc.

4. No Other New Business

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 12:59PM.

Next EDA Board Meeting is **Tuesday, August 26, 2025, at Noon**, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

August 2025 Sleepy Eye EDA Board Meeting Minutes

August 26, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Toby Arneson, Alex Bruggeman, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Casey Coulson, Christina Andres, Bob Elston, Kurk Kramer

Absent: Joann Schmidt

Special Guest: Katie Roiger, Sleepy Eye Herald Dispatch

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 12:05PM.

M/S/C –Mike, Toby

B. Approval of July 2025, EDA Board Meeting Minutes:

M/S/C – Alex, Wayne

C. Financial Reports Approved as Printed:

M/S/C – Alex, Wayne

D. Approval of Bills: No Bills Were Presented

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

F. Old Business:

1. Downtown Business District Rehab/Blight/Empty Buildings Discussion:

a. 108 West Main Building: Old City Hall Building – Kurk updated the Board on the interest in the property. The Board decided the Finance Committee *should* meet and discuss what assistance, both financial and possibly other, the EDA could establish to offer to any interested parties wanting to purchase the property. Kurk will set up a meeting date for the discussion.

2. Jeff Andrews, Business of Child Care Update: Kurk talked with Jeff last week and was told that the Child Care House Development Packet for Sleepy Eye was being finalized and would be sent to Kurk within the week. Kurk will report the information to the Board once he receives it and will present it to the Finance Committee for review and recommendation to the full EDA Board.

3. SERF Board & Chief Monument Update: Kurk shared information on the status and activity of the Foundation with the Chief Monument Area just as some general information for the Board to know. He also mentioned the Buddy Holly Concert and ticket information for the event.

G. New Business:

- 1. EDA Business Assistance Applications:** Kurk just received the applications and other documents for the Dawg Haus and Main Street Welding and Auto Restoration earlier today and has not had time to set up a review with the Finance Committee, but will do so in the coming weeks so there will be a recommendation ready for the full EDA Board at the September Meeting.
- 2. EDA Coordinator Position:** Kurk suggested that the EDA Board begin discussion and considerations on the EDA position, responsibilities, and job duties so that upon his retirement things are in place for the new person to take over. This came as a result of the discussion by the OJT Planning Committee as they were setting the meetings for this next school year, and Kurk raised the question about who would take over those responsibilities for the OJT Program. Wayne suggested to Chairman Haala that she set up a committee from the Board and include Kurk to address this issue.

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 12:45PM.

Next EDA Board Meeting is **Monday, September 22, 2025, at Noon**, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

September 2025 Sleepy Eye EDA Board Meeting Minutes
September 22, 2025 – 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Present: Alex Bruggeman, Mike Carr, Kathy Haala, Wayne Pelzel, Scott Krzmarzick, Casey Coulson, Christina Andres, Joann Schmidt, Bob Elston, Kurk Kramer

Absent: Toby Arneson

Special Guest: Katie Roiger, Sleepy Eye Herald Dispatch

A. Call to Order & Approval of Agenda: Chair, Kathy Haala at 12:00PM.

B. Approval of August 2025, EDA Board Meeting Minutes:

M/S/C – Alex, Mike

C. Financial Reports Approved as Printed:

M/S/C – Alex, Mike

D. Approval of Bills: No Bills Were Presented

E. Reports: **EDA Coordinator:** As Printed in Meeting Packet
 Chamber Director: No Report

F. Old Business:

1. **108 West Main Building:** Old City Hall Building – Nothing to Update
2. **Business of Child Care Update:** Kurk presented the Business of Childcare Proposal for discussion. The EDA Board agreed to move forward with the project provided they receive clarification on the funding and fund raising for the project from Jeff Andrews, President of Business of Childcare. Kurk will contact Jeff for clarification and possible face-to-face meeting with the EDA Board early in October to discuss the proposal details.

M/S/C – Wayne, Mike

3. **EDA Business Assistance Applications:** Dawg Haus & Main Street Welding in Process – No action on applications at this time.

G. New Business: No New Business

H. Adjourn: Chair, Kathy Haala, adjourned the meeting at 12:40PM.

Next EDA Board Meeting is **Tuesday, October 28, 2025, at Noon**, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

Sleepy Eye EDA Special Meeting Minutes
Monday, November 10, 2025 @ 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. As well as talent development, downtown development, and improving the vitality and quality of life for its residents.

Board Members Present: Wayne Pelzel, Mike Carr, Kathy Haala, Toby Arneson, Alex Bruggeman

Advisory Board Members Present: Joann Schmidt, Kurk Kramer

Absent: Scott Krzmarzick, Bob Elston, Casey Coulson, Christina Andres

A. Call to Order: The Meeting was Called to Order at 12:01PM on November 10, 2025.

B. Old Business:

1. None

C. New Business:

1. EDA Finance Committee Recommendation to EDA Board to approve the EDA Business Assistance Application from Dan & Kristina Marti in the amount of \$20,000.00. After discussion the EDA Board approved the recommendation.

M/M/S – Wayne, Mike
2. Business of Childcare Phase One Introduction Meeting Presentation: Kurk shared the handout with the Board from the November 4, meeting with Jeff Andrews.
3. Request from Pete Schwartz regarding plumbing inspection for 108 West Main Property. By consensus the Board approved the plumbing inspection request.

D. Meeting Adjourned: 12:20PM

Next EDA Board Meeting – Annual Planning Meeting on Tuesday, December 2, 2025 – 3:00PM
at the Event Center

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson

**Sleepy Eye EDA Board Annual Planning Meeting Minutes
December 2, 2025 – 3:00PM – Event Center**

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. As well as talent development and improving the vitality & quality of life for residents.

Present: Kathy Haala (Chair), Casey Coulson (Sec.), Mike Carr (Vice-Chair), Wayne Pelzel, Joann Schmidt, Bob Elston, Kurk Kramer

Absent: Toby Arneson, Alex Bruggeman, Scott Kryzmarzick, Christina Andres

A. Call to Order & Approval of Agenda: The meeting was called to order by Chair, Kathy Haala, at 3:07PM. **M/S/C – Wayne, Casey**

B. Approval of October 2025, and Special November 10, EDA Board Meeting Minutes:
M/S/C – Mike, Wayne

C. Financial Reports Approved as Printed: **M/S/C –Mike, Wayne**

D. Approval of Bills: None

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

F. 2026 EDA Budget Numbers – Presentation by City Manager, Bob Elston

1. There was discussion held regarding the budget numbers and how the EDA Annual Budget Numbers were determined. The EDA Board discussion included the history of the EDA Budget and how it was determined, and that in years past, up until recent years, the EDA Board would submit a proposed budget to the City Council for approval. It was felt by the EDA Board members present at the meeting that they should be able to have more input and better communication when the budget numbers are being discussed and decided on. Bob Elston suggested that this would happen at finance committee meetings beginning in the spring/early summer each year. There was good constructive discussion held regarding this topic.

G. Old Business:

1. **Downtown Business District Rehab/Blight/Empty Buildings Discussion**
 - a. **The 108 West Main Building:** The Board discussed the sale of the building and the costs for the renovations needed. Kurk will continue working with the parties currently showing interest in the purchase and rehab of the building.
 - b. **132 Main Street East:** Former China 14 Building, owned by Yi Xiang Zhou. The status of the search warrant was discussed, and it was suggested that the time was near for the city to take action by following up on the warrant and on getting something done with this property.

2. **Community Early Childcare:** There was a brief discussion on the status of the work with Business of Childcare and the next Phase 1 meeting with Jeff Andrews. Work will continue as the EDA Board moves through Phase 1 of the project.
3. **Main Street Welding & Dawg Haus EDA Business Assistance Applications:** Discussion was held on these two applications. No action was taken as they both have been put on hold due to the status of the closing of the Dawg Haus, the need for all of the application materials, and an insufficient funds notice from First Security Bank on their existing EDA Loan.
4. **BlueStem Garden Works – Michael Sprenger:** Kurk has remained in contact with Michael as he continues to consider moving his business from the country to Sleepy Eye on the Snow Second Addition lots. Continued efforts will be made on getting this project to happen.

H. New Business – Planning Session Topics of Discussion:

1. **2026 Planning Meeting Topics:** The Board discussed ideas for the 2026 goals for the EDA which included the following:
 - a. Continued focus on the Downtown District
 - b. Specific Uses 2026 EDA Budget/Finances & Setting Future Budget Numbers
 - c. The Business of Childcare Project
 - d. EDA Director Position General Job Description – Tabled to 2027 Planning
 - e. EDA Board Members Terms – 2026 and Beyond

I. Goal Setting for 2026:

- a) Goal #1 – Continue Early Childcare Resolution in Sleepy Eye – Continue with Phase 1 of the Business of Childcare Project
- b) Goal #2 – Downtown District - Rehabilitation/Renovation of the 108 West Main Street Building
- c) Goal #3 – Improvements on Communication with City Council and EDA Board - Specifically Considering Future Budget Planning

J. Adjourn: Chair, Kathy Haala, adjourned the meeting at 5:10PM.

Next EDA Board Meeting is Tuesday, January 27, 2026, at Noon, in the Council Chambers

EDA Chairman, Kathy Haala

EDA Secretary/Treasurer, Casey Coulson