

Sleepy Eye Economic Development Authority Meeting Minutes

February 27, 2018

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, Nate Stevermer, Mike Carr, Joann Schmidt, Kathy Haala, Mike Schmid, Mike Carr, and Dan Schmid

Advisory Board Members Present: Kurk Kramer, Christina Andres, Mark Kober

Special Guest: Mayor Wayne Pelzel

Absent: NONE

- A. **Call to Order:** The meeting was called to order by Chair Kathy Haala at 12:03pm.
- B. **Approval of February Agenda as Printed:** M/M/S Mike S., Mike C.
- C. **Approval of January Minutes:** M/M/S Mike S., Gary W.
- D. **Financial Reports:**
 - 1. **RLF Report:** As Written w/ Updated Balances
 - 2. **DRIP Report:** As Written
 - 3. **Active EDA Resources Report:** As Written
- E. **Approval of Bills:** None
- F. **EDA Coordinator's Report:** As Written
- G. **Chamber Director Report:** As Written w/ Christina informing the group that the Governor had created a Housing Task Force. This group was in need of a location in SW MN to hold their regional presentation/forum, so she secured the Sleepy Eye Event Center for the SWMN Regional meeting space on May 15th. More information on this meeting to follow.
- H. **Old Business:**
 - 1. **Status of Mayma's Delinquent Account – Alissa's Office:** Kurk reported he talked with Alissa about the account for Mayma's and the only 3 payments made in 2017. Alissa will be sending a letter requesting ½ of the outstanding balance by 4/1 and the remainder of the balance due by 6/1. In a failure to comply with these requirements the EDA will pursue action on garnishment of wages.
 - 2. **Little Sprouts Learning Center –** Kurk informed the board that the LSLC Committee is meeting on 3/5/18 and is working on setting a budget. It appears that two current teachers have taken jobs with Tri-Valley and so teaching vacancies need to be addressed. The group has set a center opening date of Monday, June 4th. The Board is working on job descriptions and have agreed to have all employees (current included) fill out a new application for LSLC. There are numerous other details that the newly formed Board is also working on to fulfill the requirements for licensure.

I. New Business:

1. Set Meeting with HRA Board

- a) It was decided that forming a committee of EDA Board and HRA Board members would be sufficient to begin addressing the housing needs here in Sleepy Eye. EDA Reps will Kurk, Joann, Christina, Mark.
- b) Slides that were presented from MCCE Conference on Housing to aide as discussion topics for the first meeting which will be March 6, at noon.

2. Begin Designing Downtown Plan

- a) After much discussion it was agreed upon that the Board would work on Specific Properties as a part of the EDA five-year plan for the Downtown District. The focus will be to concentrate on one property a year, depending on the circumstances.
- b) A levy recommendation was also discussed, asking the City Council for \$100,000 Levy for 2019 administered by the EDA. The justifications were solid, especially with the driving sentiment that the funds would be centralized for the revitalization support of the downtown. Further discussion will be had before the Council begins budget talks in July.

J. Adjourned: by Chair Kathy at 1:07pm.

Next EDA Board Meeting meeting will be **Tuesday, March 27th** – NOON @ Railway

EDA President Kathy Haala

EDA Sec/Treas. Gary Windschitl