

# **MINUTES OF THE BOARD OF COMMISSIONERS OF THE STAPLES ECONOMIC DEVELOPMENT AUTHORITY**

March 27, 2018

The regular meeting of the Board of Commissioners of the Staples Economic Development Authority was called to order by President Etzler at 5:12 p.m. on Tuesday, March 27, 2018 at the Staples City Hal, Council Chambers. Present were President Etzler and Commissioners Case, Johnson, Rice, Yoder and Kolling. With Lund marked as absent. Also present were Executive Director Melissa Radermacher, Staples City Administrator Jerel Nelsen, guest presenters Deanna Hemmesch and Jason Krebsbach of CMHP and Staples World Mark Anderson.

Minutes of the February 27, 2018 meeting were reviewed. It was moved by Case and seconded by Kolling to approve the minutes as presented. Etzler, Case, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

Deanna Hemmesch and Jason Krebsbach of CMHP presented on a potential affordable housing project. This project would include 42 townhome units a playground, on-site office and caretaker as well as visitor parking. This type of housing would have income limits based on the household size and would fill a gap in the communities housing market, as identified in the housing study from April 2016. The estimated total project cost is \$8,220,070. There was much discussion and many questions from the SEDA board that covered a variety of topics.

A motion was made Yoder, and seconded by Rice to recommend approval to the City Council to move forward with the project. Etzler, Case, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

A motion was made by Case and seconded by Kolling to approve a Facilities Use Agreement with CLC Ag Center for use of 120 acres of land to be used for agriculture crops and conducting agriculture research. Etzler, Case, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

Each board member received a copy of the internal draft of the updated comp plan. The SEDA board along with the P&Z Board, City Council, City Staff, and the comp plan steering committee will be asked to do a first review of the plan and to submit comments by April 10<sup>th</sup>. The next step will be to send it out to the counties and surrounding townships and cities.

Radermacher shared an update regarding the Paint the Town Program. The committee will be holding their first meeting of the year to discuss how the sponsors can be better promoted to recognize them as sponsors of the program. Already accepting applications for the 2018 year, please spread the word. Sponsorship requests will be sent out soon.

An update was shared by Nelsen on the Caseys gas station development, on track for a May or when the ground thaws construction start date.

Radermacher shared an update regarding the development of a professional/medical building which will house an eye clinic and dental office. The project is proposed to be built along HWY 10 next to the Vets Park with construction starting in May or early June.

Radermacher shared an update on the Tourism Marketing/Lodging Tax Board. The board met on March 16<sup>th</sup>. Minutes from the meeting were shared with the board as well as the tourism assessment that was stated at the March meeting.

Radermacher shared an update regarding the Good Life project. The final payment was submitted. Radermacher is writing the final report for the grant.

An update was shared in regards to the school facilities, the board has identified a preferred choice of one school building k-12 at the current high school location. They are working through how to lay that out in the location. If that choice doesn't work, they would go with the second option of two buildings in Staples keeping the elementary school and the high with renovations to both facilities.

An update was shared regarding the community center, a feasibility study would be the next step to identify what can be done. Lakewood will take the lead on the study.

Radermacher updated the board on the GiANT Lunch and Lead that was held March 23<sup>rd</sup>, very successful with over 33 participants. The next session is scheduled for April 27 from 12-1 at NJPA.

Radermacher updated the Board on several other projects/programs that are in the works, including starting the annual EDA report which will change to align with the SEDA Strategic plan. The TCDC Annual Meeting is being held on Monday April, 9<sup>th</sup> at the Browerville Community Center starting at 7pm, all board members interested in attending may let Melissa know.

A motion was made by Kolling and seconded by Rice to adjourn the meeting at 6:41 p.m.

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Melissa Radermacher, Secretary