

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

May 22, 2018

The regular meeting of the Board of Commissioners of the Staples Economic Development Authority was called to order by President Etzler at 5:17 p.m. on Tuesday, May 22, 2018 at the Staples Police Department. Present were President Etzler and Commissioners Yoder, Johnson, Rice and Kolling. With Lund and Case marked as absent. Also present were Executive Director Melissa Radermacher, Tara Karels- CLC, Rick Utech-TCDC, Tricia Jasmer, Parks and Recreation and Staples World Mark Anderson.

Minutes of the April 24, 2018 meeting were reviewed. It was moved by Kolling and seconded by Rice to approve the minutes as presented. Etzler, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

Jasmer presented on the new Christmas in Staples event and requested a sponsorship of \$2500.00 that would cover 2 years' worth of sponsorship benefits. It was moved Yoder, seconded by Johnson to approve the \$2500.00 sponsorship paid in full in 2018 with benefits covering a 2-year period. Etzler, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

Radermacher shared an update and requested sponsorship from the SEDA in the amount of \$500.00 which would be used to help pay for materials and paint for the selected homes. A motion was made by Kolling, seconded by Rice to approve the \$500.00 sponsorship request. Discussion was held in regards to the payback of the investment to SEDA. Etzler, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

A potential awning and façade loan application was discussed. Discussion was held regarding the type of loan that should be used as well as a possible nuisance issue that should be resolved. A motion was made by Kolling and seconded by Rice to table the discussion for additional information, include on June agenda. Etzler, Johnson, Rice, Yoder and Kolling voted yes. None voted no. Carried.

Radermacher shared an update on the CMHP Affordable Housing project. The MN Housing Finance Agency has requested letters of support and commitment from local businesses to help strengthen the application that CMHP will be submitting on June 13<sup>th</sup>.

Radermacher shared an update on the current development projects moving forward this spring. Casey's gas station development, houses have been removed and they are moving ground. The Dokken/Gagnon professional/medical building, all final approvals have been completed and land sale has been closed, dirt is moving on that site as well. The Staples Multi-Family apartments is also in the final stage of TIF approval and will be scheduled to close on the land once that is complete.

Radermacher shared an update on the Tourism Marketing/Lodging Tax Board. The board met on May 18<sup>th</sup>, and the marketing plan is moving forward with goals of on-line marketing, billboard, and potential tourism organizations to join. Next meeting is scheduled for June 22.

Radermacher updated the board on the GiANT Lunch and Lead that was held April 27, this has been a very successful initiative and the community seems to be gaining a lot of knowledge through these sessions! The final session has been rescheduled due to the holiday and graduation. The final session will be held on May 31<sup>st</sup>.

Radermacher updated the Board on several other initiatives happening in the area including broadband expansion in surrounding townships and the trails feasibility study application to NJPA.

A motion was made by Yoder and seconded by Rice to adjourn the meeting at 6:37 p.m.

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Melissa Radermacher, Secretary