

Tea Economic Development Corporation  
January 10, 2012  
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacobs, Kyle Svanda, Jon Powell, Jeremy Keizer, Travis Green, Brett Waltner and Lynda Cook. Director Jenni White was also present.

Motion by Powell, seconded by Jacobs to approve the consent agenda. All members voted Aye.

The election of officers took place. Zelmer nominated Jacobs for president, Svanda nominated Larsen for president. Larsen declined the position. Motion by Zelmer, seconded by Svanda to approve Jacobs as president. All members voted Aye. Larsen nominated Svanda for vice president. Svanda declined the position. Svanda nominated Larsen for vice president. Motion by Svanda, seconded by Jacobs to approve Larsen as vice president. Members Jacobs, Zelmer, Svanda, Powell, Keizer, Green, Waltner and Cook voted Aye. Member Larsen voted no. Motion carried. Svanda nominated Cook for secretary/treasurer. Motion by Svanda, seconded by Larsen to approve Cook as secretary/treasurer. All members voted Aye.

Board members were assigned to the 5 different sub-committees. Keizer will be the lead for the membership committee with Powell also on the committee. Cook will take the lead for the new ideas/education committee with Green and Svanda on the committee. Powell will take the lead for the promotion committee with Cook on the committee. Waltner will take the lead on the events committee with Keizer on the committee. Zelmer will take the lead on the budget/financing committee with Larsen on the committee also.

Upon updating our bank records, Reliabank requested documentation for Jenni and Kevin to be signatures on the TEDC account. Jenni is a signature as the TEDC Director, Kevin is a signature due to being the former director. By having both Jenni and Kevin as signatures on the account, there will always be a representative from City Hall able to handle the account in case one or the other is absent. Motion by Larsen, seconded by Svanda to approve Jenni White and Kevin Nissen as signatures on the Reliabank TEDC bank account. All members voted Aye.

Mel Zelmer gave an update on his hotel project. The hotel will be a Settle Inn with 38 rooms to be located in the area behind the strip mall on Brian St. that houses Parkside Dental and Lacy's Struttin Muts. As of now, 19 of 30 investors are in place with hopes of finalizing investors and starting construction by the end of the year, ideally in August of 2012. On July 27, 2010, TEDC approved up to a \$10,000 grant to the hotel project contingent on financing being in place, investors finalized and city approved plans. At that time, TEDC was told it would take 30 days to line up investors, financing would be in place the middle of August 2010 with construction starting in the spring of 2011.

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The Buy Now Build Now campaign requested TEDC be a 2012 sponsor. TEDC did sponsor the campaign in 2011 for \$1000. It was the consensus of the board that at this time it is not advantageous to sponsor the campaign. TEDC did not feel we benefited in any way by sponsoring and the website emphasizes on Sioux Falls and does not mention the greater area of Sioux Falls to include our community.

Under the directors activity, a flyer for Tea Bucks is being worked on; to date there are 40 2012 TEDC members; the spring social date and location will be discussed at the next meeting.

The next meeting will be held on Tuesday, February 14<sup>th</sup> at 6 pm.

Motion by Svanda, seconded by Zelmer to adjourn the meeting at 7:50 pm. All members voted Aye.

Tea Economic Development Corporation  
March 13, 2012  
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacobs, Jeremy Keizer, Brett Waltner and Lynda Cook. Director Jenni White was also present. Absent were Jon Powell, Kyle Svanda and Travis Green.

Motion by Larsen, seconded by Zelmer to approve the consent agenda. All members voted Aye.

The sub-committees gave an update on their meetings. This will be a new agenda item to hear the status of the committees.

The TEDC Spring Social is set for Thursday, April 12, 2012. The events committee will decide on a start time and location. Invites will be mailed and emailed out by the end of the month.

In July of 2010, TEDC approved a \$10,000 grant to a hotel project to be located behind the strip mall on north Main Street. At that time, TEDC was told it would take 30 days to line up investors, financing would be in place the middle of August 2010 with construction starting in the spring of 2011. With it being almost 2 years later, the grant was revisited. A discussion took place. Motion by Kiezer to review the hotel grant at the end of 2012. Motion died for lack of second. Motion by Waltner, seconded by Cook to review each grant project at the end of every year to decide if funding will continue to the following year. Members Cook, Kiezer, Waltner, Jacobs voted Aye. Members Zelmer and Larsen voted No. Motion carried.

Jenni gave the director's activity update. She will be attending the GOED conference on April 10-11 in Sioux Falls. If anyone is interested in attending please let her know. Jenni attended the Idea Exchange in Omaha. It was very informational to hear what retailers are looking for when looking at communities. Tea Bucks are available to purchase and information has been submitted to the Tea Weekly along with mailed to businesses. Window clings to be placed at businesses would be a good way to promote the program, costs will be researched. There is someone interested in opening a dollar store in Tea. They are still in the process of collecting information and sorting out details.

There will be no April meeting due to the Spring Social being held on April 12.

Motion by Waltner, seconded by Cook to adjourn the meeting at 7:20 pm. All members voted Aye.

Tea Economic Development Corporation  
May 8, 2012  
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacobs, Jon Powell, Jeremy Keizer, Brett Waltner, Travis Green and Lynda Cook. Director Jenni White and Mayor John Lawler were also present. Absent was Kyle Svanda.

John Lawler and Jenni White gave an update regarding taxes in Tea and a comparison with communities. Tea City taxes are slightly higher than a few communities, however are also lower than others. It is Tea's amenities that make our community very appealing to families like our pool, growing school district, multiple parks, park and rec department, business district, paved roads and sidewalks, etc.

District 6 House Candidate June Nusz was present to introduce herself regarding the June 5<sup>th</sup> election.

Motion by Larsen, seconded by Kiezer to approve the consent agenda. All members voted Aye.

The Tea Steak House would like to install sand volleyball courts on the City owned property located west of their current building. By having these courts, it will keep many teams in Tea to spend money. The City of Tea is able to lease the land to TEDC with TEDC then leasing the land to the Tea Steak House. Motion by Larsen, seconded by Powell to approve the land lease agreement between the City of Tea and TEDC. All members vote aye. Motion by Larsen, seconded by Kiezer to approve the land lease agreement between TEDC and the Tea Steak House. All members voted aye.

Jenni gave an update on the TEDC reserve account from the City of Tea. Currently our reserve account holds \$56,640 not including our 2012 budget.

The sub-committees gave an update on their meetings. The events committee is looking to do several mixers throughout the year. They are hoping for a business to sponsor the mixer to get them started. Wayne spoke regarding an idea of helping the high school develop a soccer field for their newly established soccer program. More information will be gathered and details discussed at a later meeting. Another idea was to re-introduce TEDC to the public since many people are not aware of us. We will talk with the Tea Weekly to see if they are able to do an article. Jon talked about a few events being held that could be great fundraising opportunities for local organizations and a way to spread the word about TEDC.

JP Custom Graphics is willing to donate 100 window clings for the Tea Bucks program to be placed at area businesses. We will see how those work to know if more need to be ordered at \$1.00 per window cling.

Due to other commitments, Lynda Cook would like to resign the position of the TEDC Secretary/Treasurer. Motion by Zelmer, seconded by Waltner to accept the resignation of Lynda Cook as the Secretary/Treasurer. All members voted aye. Motion by Zelmer, seconded by Waltner to appoint Travis Green as the Secretary/Treasurer. All members voted aye.

Motion by Waltner, seconded by Green to adjourn the meeting at 7:25 pm. All members voted Aye.

Tea Economic Development Corporation  
June 12, 2012  
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Kyle Svanda, Jeremy Keizer, Brett Waltner, Travis Green and Lynda Cook. Director Jenni White and Council Member Joe Weis were also present. Absent were Chad Jacobs and Jon Powell.

Motion by Zelmer, seconded by Kiezer to approve the consent agenda. All members voted Aye.

The sub-committees gave an update on their meetings. Travis and Wayne have met with Brent Deboer regarding the construction of a soccer field at the Tea Area High School. We will try to schedule Brent to be at our next meeting to give details on the project to see if this is something TEDC would be interested in helping fund.

Teapot Days will be held on June 14-16. Help is needed at the beer garden on June 16.

The 2013 budget needs to be approved at the August meeting. All ideas and thoughts can be emailed to Jenni to be discussed at our July meeting.

In other business, Daylight Donuts is under new ownership, Aaron Spaan. Mel presented information regarding the value of new home construction.

Motion by Kiezer, seconded by Waltner to adjourn the meeting at 6:40 pm. All members voted Aye.

Tea Economic Development Corporation

July 10, 2012

Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Chad Jacobs, Mel Zelmer, Wayne Larsen, Kyle Svanda, Jeremy Keizer and Brett Waltner. Director Jenni White, Council Member Joe Weis and Mayor John Lawler were also present. Absent were Jon Powell, Lynda Cook and Travis Green.

Brent Deboer, the Tea Area School District Athletic Director was present to discuss plans for the new soccer fields and athletic complex. A boys soccer club team has been newly established and need a field large enough to practice on. The school has plans to build 2 soccer fields west of the football field for a cost of roughly \$20,000. The athletic complex consists of a new football field, track, seating for 2500, concession stand and bathrooms. The school wants to start the soccer fields as soon as possible and is looking for donations to help. The Tea Area Sports Boosters has committed to donating \$5000.00 to the project. There was a discussion whether or not to donate to the project. Motion by Mel, seconded by Larsen to approve matching the Tea Area Sports Boosters funding of \$5000.00 to the Tea Area School District for the development of soccer fields. Members Svanda, Kiezer, Zelmer and Larsen voted Aye. Members Waltner and Jacobs voted No. Motion carried.

Motion by Larsen, seconded by Zelmer to approve the consent agenda. All members voted Aye.

The 2013 budget was discussed. The events committee would like to start member only mixers throughout the year and has requested \$500 to offset any costs. Businesses will also have the opportunity to host/sponsor the mixers that could assist with costs. The teasd.com website needs a design update to make it unique compared to other surrounding communities. \$2500 will be added to the budget for the design package and additional add on features. The use of a listserv is an option to benefit existing members. This will be looked into more regarding costs and features. Advertising via radio or TV is an option, this would cost roughly \$25,000 per year for a radio advertisement on one station. About \$33,000 has gone thru the Tea Bucks account. It needs to be decided if TEDC is going to continue the 10% discount to be able to budget for 2013. Jenni will email out a summary of the locations the Tea Bucks are being used along with the dollar amounts.

In other business, John Lawler summarized Tea's building permit costs compared to other surrounding areas.

TEDC holds its meetings the 2<sup>nd</sup> Tuesday of the month at 6 pm. It will be more convenient for Jenni's work schedule to hold the meetings the 3<sup>rd</sup> Tuesday of the month. An option is to start the meetings at 5:30 pm instead of 6:00 pm. TEDC meetings will now be held the 3<sup>rd</sup> Tuesdays of every month at 5:30 pm. We will re-evaluate the meeting time at the end of the year to see how it is working for everyone.

Motion by Waltner, seconded by Zelmer to adjourn the meeting at 7:40 pm. All members voted Aye.

Tea Economic Development Corporation  
August 21, 2012  
Minutes

The regular meeting was called to order at 5:30 pm with the following board members present: Chad Jacobs, Mel Zelmer, Wayne Larsen, Lynda Cook, Jon Powell, Travis Green and Brett Waltner. Director Jenni White and Council Member Joe Weis were also present. Absent were Kyle Svanda & Jeremy Keizer.

Motion by Larsen, seconded by Waltner to approve the consent agenda. All members voted Aye.

The 2013 budget was discussed. Motion by Waltner, seconded by Powell to discontinue the Tea Bucks 10% discount effective immediately. Members Waltner, Cook, Larsen, Jacobs, Powell vote Aye. Member Green voted No. Motion Carried. At this time member Zelmer arrived. \$25,000 was added into the advertising budget line item to be used to promote Tea via TV or radio. Motion by Green, seconded by Larsen to approve the 2013 budget of \$60,633 to be presented to the Tea City Council for approval. All members voted Aye.

A membership mixer will be held on Thursday, September 27<sup>th</sup> from 5-6:30 pm at the Tea Pizza Ranch which will be sponsored by Olson, Waltner, Scharffenberg, LLP and Pizza Ranch, \$50 per business. This is for TEDC business members, appetizers will be served, cash bar.

Motion by Larsen, seconded by Green to adjourn the meeting at 6:54 pm. All members voted Aye.

Tea Economic Development Corporation  
September 18, 2012  
Minutes

The regular meeting was called to order at 5:34 pm with the following board members present: Chad Jacobs, Mel Zelmer, Wayne Larsen, Kyle Svanda Jeremy Keizer and Brett Waltner. Director Jenni White and Council Member Joe Weis were also present. Absent were Travis Green, Lynda Cook and Jon Powell.

Motion by Zelmer, seconded by Larsen to approve the consent agenda. All members voted Aye.

Annual Banquet details were discussed. The meeting will take place at the Tea Steak House Events Hall on Thursday, November 29<sup>th</sup>. Motion by Larsen, seconded by Zelmer to start social hour at 5:30 pm, dinner at 6:30 pm with the program at 7:00 pm. All members voted Aye.

TEDC's Membership Mixer will take place on Thursday, September 27<sup>th</sup> at 5:00-6:30 pm at the Tea Pizza Ranch to be sponsored by Olson, Waltner, Scharffenberg Law and Pizza Ranch.

Mission statements were looked at to give the board a clearer overview of our goals. Example #2 was the most liked. This is declared the first reading. The 2<sup>nd</sup> reading and approval will take place at the next meeting.

New attendance by-laws were looked at to ensure board members attend monthly meetings. It was the consensus that board members should be allowed to miss three meetings . Once three meetings are missed, that board member is subject to removal by a vote of the Board of Directors. More details will be looked at and discussed at the next meeting.

Motion by Zelmer, seconded by Larsen to adjourn the meeting at 6:42 pm. All members voted Aye.



Tea Economic Development Corporation  
November 20, 2012  
Minutes

The regular meeting was called to order at 5:30 pm with the following board members present: Chad Jacobs, Wayne Larsen, Jeremy Keizer, Travis Green, Lynda Cook and Brett Waltner. Director Jenni White and Council Member Joe Weis were also present. Absent were Kyle Svanda, Mel Zelmer and Jon Powell.

Motion by Larsen, seconded by Waltner to approve the consent agenda. All members voted Aye.

A discussion took place regarding the process of the Certified Ready Site Program. Wayne and Mel are on the finance/budget committee, they are going to switch their focus to the Certified Ready Sites program.

Travis is reaching out to Dollar General; they will be meeting at the Tea Pizza Ranch in December.

All grants need to be reviewed at the end of every year to decide if the grant will be funded the following year. Mel's hotel grant needs to be reviewed however, Mel was not present to give an update. Motion by Larsen, seconded by Green to table the hotel grant extension until next meeting. All members voted Aye.

The annual banquet will be held on November 29<sup>th</sup> starting at 5:30 pm. No regular meeting will take place in December due to the annual meeting.

Motion by Green, seconded by Powell to adjourn the meeting at 6:37 pm. All members voted Aye.

Tea Economic Development Corporation  
November 29, 2012  
Annual Meeting  
Minutes

The Annual Meeting was called to order at 6:30 pm with the following board members present: Wayne Larsen, Chad Jacobs, Jeremy Keizer, Travis Green and Brett Waltner. Director Jenni White and various business members were also present. Board Members Mel Zelmer, Kyle Svanda, Jon Powell and Lynda Cook were absent.

The keynote speaker was Pat Costello with the Governor's Office of Economic Development.

The Board would like to update TEDC's current By-Laws. Motion by Jeremy Keizer, second by Travis Green to make the following addition to Section 5 of the TEDC By-Laws. Section 5 – Absences: The Board of Directors are allowed 3 (three) absences from TEDC meetings within one year (January-December). After 3 absences, the member is subject to removal by the Board of Directors two-thirds majority vote and said office shall be declared vacant. All members voted Aye.

The election of board of directors took place. Chad Jacobs, Wayne Larsen and Lynda Cooks terms are expiring. Wayne and Chad would like to serve an additional term. President Chad Jacobs opened the floor for nominations. Travis Green nominated Chad Jacobs and Wayne Larsen to the TEDC Board of Directors. Motion by Brett Waltner, seconded by Chris Lane to seize nominations and cast a unanimous ballot for the nominated slate of officers. All members voted Aye.

The meeting was adjourned at 8:00 pm.