

Tea Economic Development Corporation

January 21, 2014

Minutes

The meeting was called to order at 5:35 pm.

Members Present:

Chad Jacobs

Wayne Larsen

Kyle Svanda

Joe Weis

Brett Waltner

Chad Ulvestad

Jon Powell

Travis Green

Members Absent:

Jeremy Keizer

Director Jenni White and City Council Representative Chuck Ortmeier were also present.

Due to a new board member, introductions were done.

Motion by Larsen, seconded by Weis to approve the January 21, 2014 agenda with the addition of GOED Dave Anderson presentation. All members vote aye.

Motion by Green, seconded by Larsen to approve the consent agenda. All members vote aye.

The election of officers took place. Green nominated Weis for president, seconded by Larsen. All members voted aye. Weis nominated Larsen for vice president, seconded by Svanda. All members voted aye. Larsen nominated Green for secretary/treasurer, seconded by Weis. All members voted aye.

Certified Ready Site. The phase 1 environmental study has been submitted to the GOED as an attachment to our original application for the Carl Soukup Property. Information will be reviewed for their May 1 deadline.

Discussion took place regarding the grant process and criteria. An application and process criteria were drafted for review. More discussion will take place at the next meeting.

Digital Sign. Currently TEDC's digital sign is on Doug Putnam's property, owner of Auto Net. When the sign was installed in 2007, there was a verbal agreement between Doug and TEDC that he does not have any use for the small section of land and TEDC could place their sign on his property free of charge. Starting in November of 2013, TEDC received an invoice from Auto Net in the amount of \$500 for monthly sign space rent. Chad Jacobs has met with Doug to work out an agreement since TEDC does not have the funds to pay the monthly \$500 rental fee. Jenni will speak with an attorney to see what options we have.

GOED Presentation. Dave Anderson with the Governor's Office of Economic Development was the keynote speaker at our annual banquet. Dave had a lot of useful information and would be a good resource for TEDC. Jenni will see if he is available to attend one of our future meetings.

Our next meeting will take place on Tuesday, February 18 at 5:30 pm at Tea City Hall.

Motion by Larsen, seconded by Weis to adjourn the meeting at 6:55 pm. All members voted aye.

Tea Economic Development Corporation
February 18, 2014
Minutes

The meeting was called to order at 5:18 pm.

Members Present:

Jeremy Keizer

Wayne Larsen

Joe Weis

Brett Waltner

Chad Ulvestad

Jon Powell (5:22 pm)

Travis Green

Members Absent:

Chad Jacobs

Kyle Svanda

Director Jenni White was also present.

Motion by Larsen, seconded by Green to approve the February 18, 2014 agenda. All members vote aye.

Motion by Larsen, seconded by Green to approve the consent agenda. All members vote aye.

Travis Waltner, the pastor at Embrace Church was present to introduce himself and their plans with opening their church in April next to Subway.

Josh Hult from Driver's Websites presented his business information for his grant request. A lengthy discussion took place. At 6:57, Joe left the meeting. Motion by Keizer, seconded by Ulvestad to approve a \$10,000 grant to Driver's Websites with the following criteria: TEDC will pay Driver's Websites the monthly grant amount of \$1000.00 for 10 months as long as Driver's Websites is fully operating and running out of their leased space within the Tea City limits, Driver's Websites must provide TEDC with a signed lease agreement to an office building located in Tea City limits, Driver's Websites must be fully operating out of their leased space before a grant payment is made, Driver's Websites must provide monthly proof of rent payment to TEDC for TEDC to issue a monthly grant payment. All members voted aye.

Chad Jacobs is still in contact with Doug from Auto Net regarding a rent agreement for our digital sign.

In other business, rail road access information is required for our Certified Ready Site Application for the Carl W. Soukup property. Wayne is collecting information regarding the rail. Wayne is also meeting with Roger Haugo regarding potentially working with him to Certify Ready his property. Joe Does from AAA Refrigeration has sold his business, however would still like to be a part of TEDC. He lives just outside of Tea City limits and looking to build storage units to start his own rental business. It was the consensus of the board to allow Joe to be a business member due to his location, involvement and future plans. TEDC's Spring Social will be held in April, details will be available at the next meeting.

Our next meeting will take place on Tuesday, March 18 at 5:30 pm at Tea City Hall.

Motion by Green, seconded by Powell to adjourn the meeting at 7:19 pm. All members voted aye.

Tea Economic Development Corporation

March 18, 2014

Minutes

The meeting was called to order at 5:32 pm.

Members Present:

Chad Jacobs

Wayne Larsen

Joe Weis

Brett Waltner

Chad Ulvestad

Travis Green (5:37 pm)

Members Absent:

Jon Powell

Jeremy Keizer

Director Jenni White was also present.

Motion by Larsen, seconded by Waltner to approve the March 18, 2014 agenda. All members vote aye.

Motion by Waltner, seconded by Jacobs to approve the consent agenda. All members vote aye.

Dan Ellis from Kilowatt Mizer was present to inform the board of his business located at 145 S. Main Ave. in Tea. Dan sells residential and commercial units to reduce energy costs.

Chad Ulvestad was interested in what previous conversations have taken place regarding TEDC owning an industrial park. Land options and the process will be looked into more.

Driver Websites has accepted TEDC's grant and plans on moving into their office location the first week of April.

Jenni is working on the contract for Auto Net regarding the digital sign land lease agreement.

Board of Director Kyle Svanda has submitted his resignation. Motion by Waltner, seconded by Larsen to approve the resignation of Board of Director Kyle Svanda effective March 4, 2014. All members voted aye.

Governor's Office of Economic Development Conference will take place April 15-16. If any board members are interested in attending, please let Jenni know by Friday, March 21. TEDC's Spring Social will take place on April 17th starting at 5 pm at Oggies Grille & Bar. Our next meeting will take place on Tuesday, April 22 at 5:30 pm at Tea City Hall. David Anderson from GOED will be present at our next meeting to discuss economic development topics. Questions and topics for David should be emailed to Jenni to give David a better understanding of what we would like to discuss.

Motion by Jacobs, seconded by Green to adjourn the meeting at 6:41 pm. All members voted aye.

Tea Economic Development Corporation

April 22, 2014

Minutes

The meeting was called to order at 5:37 pm.

Members Present:

Chad Jacobs

Wayne Larsen

Joe Weis

Brett Waltner

Chad Ulvestad

Travis Green

Jeremy Keizer

Jon Powell

Members Absent:

Director Jenni White was also present.

Motion by Larsen, seconded by Jacobs to approve the April 22, 2014 agenda. All members vote aye.

Motion by Larsen, seconded by Jacobs to approve the consent agenda. All members vote aye.

Dave Anderson from the Governor's Office of Economic Development was present to discuss various programs the state offers and general information on economic development. Member Travis Green left the meeting at 6:52 pm. Dave discussed the local infrastructure grant. TEDC is looking to partner with Soukop Construction to apply for the grant and have ownership within their development. Application deadline is April 30. The organization SECOG has to be the one to put the application together. Jenni will work with SECOG and Soukop to complete the application by the deadline and work out the details.

Motion by Jacobs, seconded by Waltner to adjourn the meeting at 7:27 pm. All members voted aye.

Tea Economic Development Corporation

July 15, 2014

Minutes

The meeting was called to order at 5:39 pm.

Members Present:

Wayne Larsen

Joe Weis

Brett Waltner

Jeremy Keizer

Jon Powell

Members Absent:

Chad Jacobs

Chad Ulvestad

Travis Green

Director Jenni White was also present.

Motion by Larsen, seconded by Powell to approve the July 15, 2014 agenda. All members vote aye.

Motion by Larsen, seconded by Powell to approve the consent agenda. All members vote aye.

The Carl Soukup Property submitted to GOED for classification of Certified Ready has been approved. The presentation of the plaque from GOED will take place at our next meeting on August 19.

The local infrastructure grant application submitted for the Carl Soukup property was denied. The letter states the board is not inclined to fund public/private partnership applications when the private developer is a for-profit corporation.

Xcel Energy has an economic development grant available. In prior years we have been awarded money for park trees and Christmas decorations. It will be looked into to see if we can apply for funding for our next community guide.

The 2015 budget was discussed. Since we are still unsure of the outcome of our digital sign contract with the property owner, we have added the relocating of the sign into the budget. It will be roughly \$650 to take down the sign and \$3000 to relocate the sign. However, these costs do not include the electrical and phone wiring expenses. If the sign does need to be moved, we would also look into lowering it to a monument sign and adding brick or stone to the pillars which costs have not been acquired. TEDC will be putting together a community guide to be released spring of 2015. We will upgrade the guide to shiny, magazine quality pages which increases our costs. If TEDC wants to upgrade the quality and keep the ad prices the same as what they were in 2011, our cost if we ordered 6000 guides would be roughly \$6000.

In other business: Exit Realty will be holding a ribbon cutting on July 24 at 9 am. They will also be holding a market trend luncheon at 11 am. Dakota Grill and Perspective Health Chiropractic and Wellness are now open in Tea. There are several ribbon cuttings that will be scheduled in the next few months. The Midwest Shrine Association Parade will take place in Tea on August 21 starting at 6 pm. Our next meeting is scheduled for August 19 at 5:30 pm.

Motion by Larson, seconded by Waltner to adjourn the meeting at 6:47 pm. All members voted aye.

Tea Economic Development Corporation

August 19, 2014

Minutes

Members Present:

Wayne Larsen

Joe Weis

Brett Waltner

Jeremy Keizer

Chad Ulvestad

Jennifer Lowery

Members Absent:

Chad Jacobs

Jon Powell

Travis Green

Director Jenni White was also present.

David Anderson with the Governor's Office of Economic Development was in attendance to present a plaque to Carl Soukup for achieving the Certified Ready Site status for the Carl Soukup Addition. TEDC partnered with Soukup to achieve this status.

The meeting was called to order at 5:33 pm.

Motion by Larsen, seconded by Waltner to approve the August 19, 2014 agenda. All members vote aye.

Motion by Waltner, seconded by Larsen to approve the consent agenda. All members vote aye.

Currently, the board has a vacant seat. Motion by Larsen, seconded by Ulvestad to approve Jennifer Lowery representing the Tea Area School District to the board of directors, term to expire 2016. All members vote aye.

The updated 2015 budget was reviewed. Our budget request of \$47,893.00 was presented to the Tea City Council on August 18, they will review their budget on August 28 with final approval in September. Chad Jacobs is still working with Doug from Auto Net to work out an agreement for the digital sign. If the agreement is signed before the City's final approval of the budget and we do not need to move it, \$5000 will be deducted from the digital sign maintenance line item. Xcel Energy has a community grant available. TEDC will apply to help cover the costs of the new community guide.

A retail business is looking at Tea to open their second store. A site visit will be scheduled to look at different properties and to speak with a local developer for building options.

In other business, Specialized Machine will have their open house on Friday, August 22 from 11 am to 1 pm with their ribbon cutting held at 1 pm. The Midwest Shrine Association will host their parade in Tea on Thursday, August 21 at 6 pm. Our next meeting is scheduled for Tuesday, September 16 at 5:30 pm.

Motion by Larson, seconded by Ulvestad to adjourn the meeting at 6:08 pm. All members voted aye.



Regular Meeting - Tea City Hall
September 16, 2014
5:30 pm

(A QUORUM WAS NOT PRESENT FOR THIS MEETING, NO MOTIONS MADE)

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Consent Agenda
 - August 19, 2014 Minutes
 - September 2014 Financial Report
4. Business Prospects
5. Annual Meeting Date
6. Buy Local Flyer
7. Other Business
 - Jimmy's Coffee House
 - Used Auto Sales
 - DTS Update
 - Driver Websites Ribbon Cutting: Tuesday, September 23 at 12:15 pm
 - Dakota Grill Ribbon Cutting: Saturday, September 27 at 3:30 pm (Grand Opening 2-6 pm)
 - Perspective Health Chiropractic & Wellness Ribbon Cutting: Friday, October 10 at Noon
 - Open House from 8 am to 6 pm
 - Next Meeting: October 21 at 5:30 pm
8. Adjourn

Tea Economic Development Corporation

October 28, 2014

Minutes

Members Present:

Chad Jacobs (arrived at 5:34 pm)

Joe Weis

Brett Waltner

Chad Ulvestad

Jennifer Lowery (left at 5:50 pm)

Jon Powell (arrived at 5:40 pm)

Travis Green

Members Absent:

Wayne Larsen

Jeremy Keizer

Director Jenni White was also present.

The meeting was called to order at 5:30 pm.

Motion by Waltner, seconded by Green to approve the October 28, 2014 agenda. All members vote aye.

Motion by Ulvestad, seconded by Waltner to approve the consent agenda. All members vote aye.

Jenni gave an update on the current business prospects.

Three quotes have been obtained to move our digital sign; Ace Signs \$4957, Pride Neon \$4250 and CustomEyes Signs \$3000 with footings, \$1500 without footings. Since there is such a large difference to include the footings, Jenni will check if the Tea City Maintenance Department would be willing to pour the footings. Arlyn Olsen, owner of the property we are moving the sign to, has reviewed the lease agreement, Eric Olsen is also going to review the agreement. It is our goal to move the sign yet this year, however that will depend on the weather.

Jenni is working with Independent Publishing to put together a new community guide to be released May of 2015. A letter will be mailed to the area businesses asking if they want to be included within the business listing and showing the guide's advertising rates.

Our Annual Banquet will be held on Tuesday, December 2, 2014 with Lynne Forbes Keller being the guest speaker.

The Buy Local Flyer has been sent to the printer, it will run in the November 7th and 21st issue of the Tea Weekly.

Jenni has put together a recap of residential and commercial activity from 2014. This will be presented in full at our annual banquet.

In other business, HDR has updated our traffic counts. Down to Earth Boutique has inquired about opening a retail store in Tea. Our next meeting is scheduled for Tuesday, November 18th at 5:30 pm.

Motion by Waltner, seconded by Green to adjourn the meeting at 6:34 pm. All members voted aye.

Tea Economic Development Corporation

November 18, 2014

Minutes

Members Present:

Chad Jacob

Joe Weis

Wayne Larsen

Jeremy Keizer

Jennifer Lowery

Jon Powell (arrived at 5:37 pm)

Members Absent:

Travis Green

Chad Ulvestad

Brett Waltner

Director Jenni White was also present.

The meeting was called to order at 5:30 pm.

Motion by Larsen, seconded by Jacobs to approve the November 18, 2014 agenda. All members vote aye.

Motion by Larsen, seconded by Jacobs to approve the consent agenda. All members vote aye.

Eric Olson was in attendance to give a presentation regarding the GrandStay Hotel and Suites project. The hotel will be 3 stories tall, have 50 rooms and feature a bar/lounge, meeting room and outdoor patio. Eric addressed his concern with their need of a water pump booster and the financial impact it's having on their project. More regarding this will be discussed at a later meeting.

The land agreement for the placement of our digital sign onto Arlyn Olson's property has been approved and signed by Arlyn. Motion by Powell, seconded by Lowery to approve the digital sign land lease agreement and authorize our President and Vice President to sign the agreement. All members vote aye.

We have three board member terms expiring, Brett Waltner, Jon Powell and Travis Green. Both Brett and Jon would like to renew their term therefore, we will have a vacant seat. Suggestions of someone to fill this seat can be given to Jenni.

Our Annual Banquet will be held on Tuesday, December 2, 2014, this will take the place of our regular scheduled December meeting.

In other business, Wayne has had conversations with Roger Haugo seeing if he is interested in partnering with us to apply his property to be Certified Ready thru the GOED. Haugo forwarded us a letter from his attorney explaining information about the program. We will continue to have contact with Roger regarding this process.

Motion by Larsen, seconded by Powell to adjourn the meeting at 6:34 pm. All members voted aye.

Tea Economic Development Corporation
December 2, 2014
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, Chad Ulvestad, Jennifer Lowery, Jon Powell and Joe Weis. Director Jenni White and various business members were also present. Board Members Travis Green and Brett Waltner were absent.

The keynote speaker was Lynne Keller Forbes, the Executive Director of Dakota Business Finance, the South Eastern Development Foundation and the South Eastern Council of Governments.

Jenni gave a presentation for the Director's Report.

The election of board of directors took place. Travis Green, Jon Powell and Brett Waltner terms are expiring. President Joe Weis opened the floor for nominations. Todd Boots nominated Jon Powell and Brett Waltner to the TEDC Board of Directors. Motion by Wayne Larsen, seconded by Chad Ulvestad to seize nominations and cast a unanimous ballot for Jon Powell and Brett Waltner. All members voted aye.

The meeting was adjourned at roughly 8:30 pm.