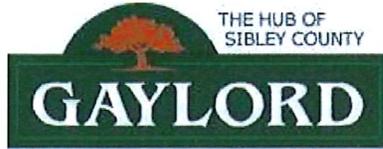


Gaylord Economic Development Authority
Regular Meeting Agenda
Monday, September 14, 2020 (5:30 P.M.)

Please call 237-2338 if you are unable to attend.

1. CALL TO ORDER (5:30 P.M.)
2. Roll Call
 - Lory Young, EDA Director O
 - Lynn Grochow, Council Member O
 - Scott Kuphal, Council Member O
 - Scott Amorim O
 - Lindsey Bruns O
 - Jeremiah Williams O
3. AGENDA APPROVAL with any additions or corrections:
 1. Approve 9/14/2020 agenda
4. CONSENT AGENDA:
 1. Approve minutes for 7/13/20 GEDA Meeting
 2. Approve minutes for 8/10/20 GEDA Meeting (No meeting or minutes for lack of a quorum)
 3. Expenditure and Revenue Reports
 4. Revolving Loan Fund Balances
5. MONTHLY REPORTS/UPDATES:
 1. EDA Director Updates – Lory Young
 - a. Wolverine Meadows apartments
 - b. Pond Meadows
 - c. Habitat Lots
 2. Other Reports
6. UNFINISHED BUSINESS:
 1. Discussion regarding Mobile Home Park
7. NEW BUSINESS:
 1. Discussion on COVID-19 Grant Assistance
 - a. Review applications received
8. ADJOURNMENT



**Gaylord Economic Development Authority
Regular Meeting Minutes
Monday, July 13, 2020 (5:30 P.M.)**

1. CALL TO ORDER (5:30 P.M.)

Pursuant to due call and notice thereof, Lory Young, EDA Director called the Gaylord Economic Development Authority meeting to order in Gaylord City Hall at 5:00 P.M.

2. Roll Call

- Lory Young, EDA Director √
- Lynn Grochow, Council Member √
- Scott Kuphal, Council Member O ABSENT
- Scott Amorim √
- Lindsey Bruns O ABSENT
- Jeremiah Williams √

3. AGENDA APPROVAL with any additions or corrections:

1. Approve 07/13/2020 agenda

EDA MEMBER AMORIM MOVED, EDA MEMBER WILLIAMS SECONDED, TO APPROVE THE JULY 13TH, 2020 AGENDA WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED

4. CONSENT AGENDA:

EDA MEMBER GROCHOW MOVED, COUNCIL MEMBER AMORIM SECONDED, TO APPROVE THE CONSENT AGENDA, WHICH INCLUDED THE FOLLOWING ITEMS. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED.

1. Approve minutes for 12/09/19 GEDA Meeting
2. Expenditure and Revenue Reports
3. Revolving Loan Fund Balances

5. MONTHLY REPORTS/UPDATES:

1. EDA Director Updates – Lory Young
 - a. Wolverine Meadows apartments
Young discussed the pictures and price sheet in the packet for the Wolverine Meadows Apartment. They have forty-two people on the waiting list for the 38-unit apartment. They are already planning to break ground in spring for the second 42-unit apartment building to have a total of 80 units. They also have a first option on 5 acres to the east of that area for the future.

b. Pond Meadows

Young discussed the bill board that is up on the west side of Arlington and that the Hub will also be running a half sheet ad in the Shopper. We have sold one lot so far and they are about ready to break ground. There is a developer from Lester Prairie that is interested in building some townhomes in 5 sets of 4 behind the Napa Store in the Pond Meadows lots. Young will be meeting with him soon.

2. Other Reports

Amorim asked about the Habitat Lots. Young explained that she met with them on June 30th, 2020. They have redone their application and guideline limits and have since received 3 applications. Young is also working with Steve Gilbert with Rural Housing 360. They have worked in the past with Michael Foods in other states to build housing for their employees. They would be interested in some of the Habitat Lots as well as some lots in the Pond Meadows Development. Young is hoping in the next 6 months all the habitat lots will be full.

Young stated Michael Messner has a court order to remove his apartments on 6th Street by November 1st, 2020

Young reported that Dollar General is still looking for property to build in Gaylord. Young has reached out to Dollar Tree who also owns Family Dollar but has not returned a call yet.

Young stated the Grandstay Inn is still planning to come, it is just on hold due to COVID. The Highway 5 Corridor study to reroute State Highway 19 is an ongoing process. They hope to have a concept plan to present to the public by August or September. The County plans to do their County Road 21 project in 2023.

Young discussed several more topics; She is still working on a solution for moving Travis Plut, the building Inspector is trying to get access to inspect the Jason Weber trailer in South Gaylord. Next summer we are planning a new Public Works building in the Compost area, a new road on Railroad Avenue in front of the Rady Kokesch property. The city is moving forward with the eminent domain process to obtain approximately 17 acres from Willaert, to build a new storm water pond, and we will be redoing 8th Street. Young is setting up a meeting with Senator Scott Nueman to discuss the reroute of State Highway 19 and the cleaning of Lake Titloe dam. Lastly Young reported that the grant was approved for the city/county to build a trail on Lincoln Avenue and around Pond Meadows area. The grant awarded was \$300,000.00 which would pay for about half of the project costs. It will be a ten-foot-wide trail with a four-foot boulevard.

6. UNFINISHED BUSINESS:

1. Discussion regarding Mobile Home Park

Young stated that the council has approved to move forward with obtaining an appraisal of the property. There are currently 18 trailers left in the park. If a trailer is owner occupied the city would need to find new housing for them. We have been finding some of the people living there are not the owners. Young is planning to go there some evening and have a cookout and to bring Mayra Alvarado with to translate to the residents what some of their housing options could be. She showed the committee a drawing showing a possible 12 lot configuration of new housing that would be a whole new tax base for that area. Currently the Multi County HRA does not pay any taxes on the property.

7. NEW BUSINESS:

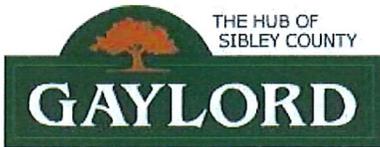
1. Discussion on Assistance to Local Businesses

Young explained that the two local banks in town have distributed a total of \$37.5 million dollars in loans to local businesses since COVID began. She informed the board that the City of Gaylord has received \$171,000.00 of the Cares Act monies and has attended a meeting on the Cares Act to learn what is eligible expenses. She would like to take \$60,000.00 to \$70,000.00 to give to local businesses. She is thinking to come up with a one-page grant application and if approved they could receive about \$5,000.00 each. It is still a work in progress. We need to use the money by mid-December or we will need to return any unused funds back to the state. Young has spoken to Soft Touch Demolition and they estimate about \$5,000.00 per trailer to remove. We currently have about \$15,000.00 in the capital outlay fund to remove trailers.

8. ADJOURNMENT

MOTION BY EDA MEMBER AMORIM WAS SECONDED BY EDA MEMBER GROCHOW, TO ADJOURN THE MEETING. WITH ALL MEMBERS VOTING IN FAVOR, THE MOTION CARRIED. THE MEETING WAS ADJOURNED AT 6:38 P.M.

Lory Young
EDA Director



CITY OF GAYLORD

Expenditure Guideline - By Department
AUGUST 2020

Account Descr	2020 YTD Budget	AUGUST 2020 Amt	2020 YTD Amt	Enc Current	2020 YTD Balance	%YTD Budget
DEPT 46500 Economic Develop mt (GENERAL)						
E 101-46500-101 Salaries - Full Time	\$31,962.00	\$2,435.64	\$20,567.78	\$0.00	\$11,394.22	64.35%
E 101-46500-102 Salaries - Over Tim	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-103 Salaries - Part Time	\$1,800.00	\$0.00	\$150.00	\$0.00	\$1,650.00	8.33%
E 101-46500-121 PERA	\$2,397.00	\$182.67	\$1,542.58	\$0.00	\$854.42	64.35%
E 101-46500-122 FICA	\$1,982.00	\$151.00	\$1,284.46	\$0.00	\$697.54	64.81%
E 101-46500-125 Medicare	\$463.00	\$35.32	\$300.52	\$0.00	\$162.48	64.91%
E 101-46500-131 Employer Paid Heal	\$3,908.00	\$343.95	\$2,751.59	\$0.00	\$1,156.41	70.41%
E 101-46500-200 Supplies (GENERAL	\$100.00	\$15.49	\$15.49	\$0.00	\$84.51	15.49%
E 101-46500-302 Committee/Board/J	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-304 Legal Fees	\$5,000.00	\$540.00	\$2,058.11	\$0.00	\$2,941.89	41.16%
E 101-46500-305 Bank Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-307 EDA Administration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-308 Professional Fees	\$10,000.00	\$0.00	\$4,250.00	\$0.00	\$5,750.00	42.50%
E 101-46500-314 Recording Fees	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
E 101-46500-321 Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-322 Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-331 Meeting and Travel	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-46500-340 TIF Settlement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-352 Ads & Notices	\$1,000.00	\$754.60	\$1,793.35	\$0.00	-\$793.35	179.34%
E 101-46500-360 Workmen Comp. In	\$2.00	\$1.00	\$2.00	\$0.00	\$0.00	100.00%
E 101-46500-361 Liability Insurance	\$25.00	\$63.00	\$63.00	\$0.00	-\$38.00	252.00%
E 101-46500-363 Bond Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-405 Computer Maintena	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-433 Dues and Subscripti	\$0.00	\$0.00	\$500.00	\$0.00	-\$500.00	0.00%
E 101-46500-434 Business/Industrial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-46500-436 Promotions	\$30,000.00	\$0.00	\$2,460.00	\$0.00	\$27,540.00	8.20%
E 101-46500-440 Other	\$3,000.00	\$0.00	\$170.00	\$0.00	\$2,830.00	5.67%
E 101-46500-580 Capital Outlay	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
E 101-46500-710 Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt	\$107,289.00	\$4,522.67	\$37,908.88	\$0.00	\$69,380.12	

Gaylord Revolving Loan Fund
Status as of August 31, 2020

	12/31/2019	235-10460	235-00000	
	Balance	Principal Payments	8/31/2020	Interest
			Balance	2020
4th Street Pizza	19,174.96	1,941.09	17,233.87	488.83
FITCO	10,552.53	811.27	9,741.26	188.73
Ron Geiger	12,411.27	2,123.58	10,287.69	306.34
Hahn Family Properties	0.00	-	-	0.00
Hahn Foods	7,273.83	2,262.18	5,011.65	167.74
HUG, LLP	0.00	-	-	0.00
Total RLF	49,412.59	7,138.12	42,274.47	1,151.64
SCDP Loans		234-10460	234-46500	
KMA	357.03	357.03	0.00	-36211
K & H Homes	1,947.24	1,762.77	184.47	1.79
State Farm	0.00	0.00	0.00	29.65
	0.00	0.00	0.00	0.00
Total SCDP	2,304.27	2,119.80	184.47	31.44
Micro Loans		235-10460		
Genuine Auto Parts	1,100.00	1,100.00	0.00	0.00
Lang's Meat Market	1,100.00	800.00	300.00	0.00
Neisen's Bar of Gaylord	1,100.00	1,100.00	0.00	0.00
Total Micro Loans	3,300.00	3,000.00	300.00	0.00
Tier 1 & 2 Loans		232-10460	232-46500-	
Batres	4,722.22	1,111.12	3,611.10	36211
Batres	19,567.13	1,751.41	17,815.72	0.00
Total Tier 1 & 2 Loans	24,289.35	2,862.53	21,426.82	344.75
Total RLF, SCDP, Tier1&2 & Micro	79,306.21	15,120.45	64,185.76	1,527.83

GRANT APPLICATIONS RECEIVED:	
GAYLORD HUB	\$5,000.00
SHEARS TO YOU	\$2,200.00
SAVANNAH SMILES	\$5,200.00
FITCO INC	\$5,000.00
GOETSCH ENTERPRISES	\$5,000.00
LANG'S MEAT MARKET	\$5,000.00
AMDAHL'S BAR & GRILL (EJ'S)	\$5,000.00
EL TORO BOWL	\$5,000.00
NEISEN'S BAR	\$5,000.00
HUGVILLE	\$1,800.00
WISCRIB, INC (PRAIRIE HOUSE)	\$5,000.00
THE PERFECT TOUCH MASSAGE	\$5,000.00
THAT SPECIAL TOUCH FLORAL SHOP	\$5,000.00
RESTORE CHIROPRACTOR	\$5,000.00
J.R. POQUETTE & ASSOCIATES	\$5,000.00
AMERICAN LEGION POST 433	\$5,000.00
K & H FARMS	\$5,000.00
PRIMO'S TRUCK & TRAILER	\$5,000.00
JOHN'S FUEL & REPAIR	\$5,000.00
	\$89,200.00