

Minutes of Regular Meeting

St. James Economic Development Authority | August 8th, 2023 | St. James City Hall

Present: Dean Olsen, Steve Jeppson, Mark Collier, Mark Johnson, Sue Craig, Mark Collier, Paul Harris, Ex-officio Scott Westman;

Absent: Lisa Rodriguez

Staff: Jon Wilson, Brianna Sanders,

The meeting was called to order at 12:08pm on August 8, 2023. There were no additions to the agenda.

Motion by Harris, second by Collier: To approve the minutes of the regular meeting of Tuesday, July 11, 2023. MC.

Motion by Craig, second by Harris: To approve the minutes of the vote by email on July 26, 2023. MC.

Motion by Johnson, second by Olsen: To approve the financial report. MC.

The commercial revitalization program fund will be added to the financial report at the next board meeting.

The EDA Director presented the staff report. It was reported that the City was awarded the Active Transportation Grant for the sidewalk project behind the school at \$216,115. It was also reported that through the MCPP partnership with MN Housing, there has been \$302,576 in down payment and closing cost assistance given out. It was reported that outreach efforts have been underway for the commercial revitalization program, the interest in a biogas company, and for Annual Business Visits.

The EDA Director presented changes to the application and policy for the Watonwan County Family Childcare Provider Start Up Forgivable Loan Program. It was stated that suggestions were taken from conversations with the Watonwan County Licensor and the Community Education Director.

Motion by Collier, second by Harris: To approve the loan amount to up to \$5,000 and accept the changes that were presented for the Watonwan County Family Childcare Provider Start Up Forgivable Loan Program. MC.

The EDA Director presented the draft goals and policies for the 2023 Land Use Plan Update that impact economic development. The EDA Board was favorable towards the draft goals and policies.

The EDA Director presented the quotes that were received for the landscaping project at the EDA apartments. Quotes were received from Sunset View Landscaping and Total Lawn Care and Landscape.

Motion by Harris, second by Olsen: To approve the low bid for the landscaping project at the EDA apartments to Total Lawn Care and Landscape. MC.

Motion by Collier, second by Craig: To adjourn the meeting at 12:52pm. MC.

Respectfully submitted,

Brianna Sanders
Economic Development Director