

**Beulah JDA**  
**Board Meeting Minutes**  
**August 20, 2020**  
**4:30 PM - Beulah City Hall**

**Attendance:** Nathan Richter, Travis Frey (Left at 5:45 pm), Beaver Brinkman, Mary Lou Horning, Blake Seibel, Scott Solem, Jerry Isaak, Gloria Olheiser, Vern Muscha (by phone – left call at 5:39 pm), Clyde Schulz (arrived at 5:40 pm)

**Absent:** Kim Kessler, Michael Woods

**Also Present:** Bernadette Bothun, Auston Biles, Jerick Tafoya (Beulah Beacon)

A. **Call Meeting to Order**-Nathan called the meeting to order at 4:31 pm.

B. **Agenda Approval**- The following additions under “USDA Building” were proposed: adding “Execute Leases”, “Construction Contract – Execute “; “New Checking Account – Union State Bank” and Close Union Bank Construction Checking Account”. Travis moved to add the proposed topics to the August 20, 2020 agenda; Jerry seconded. Motion approved.

C. **Meeting Minutes**-

Approval of the July 14, 2020 Special Meeting minutes was tabled.

Travis moved to approve the August 5, 2020 meeting minutes with the addition of adding that the USDA construction loan is with Union State Bank and that Beaver and Travis are the authorized signers on the loan; Blake seconded. Motion Approved subject to the noted additions being made.

D. **Financial Reports**

Travis moved to approve the June 2020 financial reports as presented; Jerry seconded. Motion approved.

Travis moved to approve the July 2020 financial reports as presented; Blake seconded. Motion approved.

E. **OLD BUSINESS**

1) **USDA Building**

**Execute Leases** - Nathan reported that lease agreements with Farmers Union Insurance and the Mercer County Extension Office have been executed.

**Construction Contract - Execute** - The Architect and Construction Management Contract needs to be signed with the understanding that the agreement is missing one bid. Beaver moved approval of the agreement and to authorize Nathan to sign it as long as the contract is within budget; Travis seconded. Motion carried.

**New Checking Account -Union State Bank** – Beaver moved for JDA to open a new checking account at Union State Bank for the USDA tenant improvement project; Jerry seconded. Motion approved. Jerry moved to amend the approval to designate the current officers (Travis Frey, Beaver Brinkman and Michael Woods) to sign on the account with the exception of Nathan Richter who will recuse himself from being a signer; Blake seconded. Motion carried.

**Close The Union Bank Construction Checking Account** – Beaver moved for JDA to authorize closing the existing construction account currently held with The Union Bank and to deposit the funds of approximately \$6,000 in JDA’s general account; Vern seconded. Motion carried.

2) **Greystone Hotel** – Tabled

3) **Bylaws** – Tabled

4) **Greystone Tenants – Lease Structures – Assistance Proposals**

There was discussion regarding the Greystone tenants and how current leases are structured. Discussion included different approaches to helping new businesses with rent such as creating incubator space, and providing rent assistance and buy downs. The need to develop consistent policies along with qualification criteria was raised. Other factors that were addressed were the availability of office versus retail space, finishing costs and fairness. Mary Lou moved to recommend that JDA continue to work on a plan of action in assisting new businesses: Gloria seconded. Motion carried.

5) **JDA’s Financial Support In Other Communities**

It was noted that some JDA’s undertake providing businesses with assistance in securing a skilled workforce as part of their incentive programs.

#### **F. NEW BUSINESS**

1) **Strategic Plan** – Nathan will send out the information again for review.

2) **Board Membership Request – Ben Lenzen**

There was question regarding the nature of Ben’s appointment and whether it was to be as a full member or as a City Council liaison. It was determined that his participation would be as a full member. Mary Lou moved that JDA make a recommendation to City Council to appoint Ben Lenzen to the JDA Board; Gloria seconded. Motion carried.

3) **Seibel Resignation**

It was moved that Blake Seibel’s resignation from JDA be accepted; Mary Lou seconded. Motion carried.

#### **G. Other Business**

1) **Appointment of Auston Biles to Board**

Auston introduced himself to the Board and expressed his desire to serve on JDA. Jerry moved that JDA make a recommendation to City Council to appoint Auston Biles to the JDA Board; Mary Lou seconded. Motion carried.

**Meeting was adjourned at 5:47 pm.**

Submitted by,

Beaver Brinkman, Secretary