

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday January 28, 2005

Updated: 21 January 2005

AGENDA

- I. Call to Order
- II. Introduction of New Board Members
- III. Approve Agenda
- IV. Review & Approve Meeting Minutes
 - A. December 23rd EDA Board meeting
 - B. December 15th Finance Team meeting
 - C. December 28th Industrial Park Team meeting *** Not Yet Available ***

V. Review Financial Statements – Ken Merrill

- VI. Director's Report
 - A. Project updates

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|---|
| <ul style="list-style-type: none">1. BR&E Visits2. Liquor Hutch3. Rix Corner Redevelopment4. State Theater5. Hutchinson Hotel6. Downtown Streetscape Project7. Spec Building Project8. Cenex consolidation project9. New Business Recruitment10. Annual Report |
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VII. Grant & Loan Applications

Storefront Revitalization Matching Grant

Cheryl Labat (adjustment to cover final bill)

\$102.50

VIII. Streetscape Assistance Grant (proposal)
→ Funded by Downtown Association ←

- IX. Renewal of Property Leases
 - A. Wetherell Lease (\$500 / month)
 - B. Stritesky Property Lease

X. Chamber Update

XI. Other Business

XII. Set Next Meeting (February 25th)

XIII. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday February 25th, 2005

Updated: 22 February 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. January 28th EDA Board meeting
 - B. January 19th Finance Team meeting
 - C. December 28th and February 1st Industrial Park Team meeting
- IV. Review Financial Statements – Ken Merrill
- V. Director's Report
 - A. Liquor Hutch
 - B. Rix Corner Redevelopment
 - C. State Theater
 - D. Hutchinson Hotel
 - E. Downtown Streetscape Project
 - F. Spec Building Project
 - G. Cenex consolidation project
 - H. New business recruitment
- VI. 2004 Annual Report
- VII. Subordination Request from Citizens Bank – Hutchinson Hotel
- VIII. MidWest Tae Kwon Do
- IX. Prioritizing Economic Development Projects (Discussion)
- X. Chamber Update
- XI. Other Business
- XII. Set Next Meeting (March 25th)
- XIII. Adjourn

<p>Guest: Cary Vineer of Silver Lake will be attending to see how we operate – they just formed an EDA and want to get a feel for how they work, what they do, etc.</p>
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Please give me a call at 234-4223 if you have any questions or need additional information!

*** SPECIAL MEETING ***

EDA Board Meeting

**Main Conference Room – City Center
11:30 AM Monday March 14th, 2005**

Updated: 10 March 2005

Gentlemen:

A large manufacturer currently located in western Minnesota has approached us about the possibility of putting a 50-60,000 square foot expansion here in Hutchinson. Initial employment would be in the area of 30-40 at between \$12 and \$15 / hour.

They are interested in the Wetherell Property located on the north side of 5th Avenue in the Industrial Park (about 10.85 acres).

We wanted to have a special meeting of the EDA Board to brief you on this project and answer any questions you may have.

***** We will have a lunch for you here *****

AGENDA

- I. Call to Order
- II. Briefing & discussion on LARGE business prospect
- III. Other Business
- IV. Adjourn

Free Lunch!

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Wednesday March 30th, 2005

Updated: 30 March 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. February 25th EDA Board meeting
 - B. March 14th Special EDA Board Meeting
 - C. March 10th Special Finance Team meeting
 - D. February 16th Finance Team Meeting
- IV. Review February Financial Statements – Ken Merrill
- V. Director's Report
 - A. Liquor Hutch
 - B. Rix Corner Redevelopment
 - C. State Theater
 - D. Hutchinson Hotel
 - E. Downtown Streetscape Project
 - F. Cenex consolidation project
 - G. New business recruitment
- VI. Grant & Loan Applications

Sign & Awning Grant	\$2,000
Hutchinson Properties LLC (Hotel) – Tom Daggett	
Storefront Revitalization Matching Grant	\$5,000
Hutchinson Properties LLC (Hotel) – Tom Daggett	
- VII. Subordination request from Wells Fargo- Hennen's Building Loan
- VIII. Subordination request from Citizens Bank- Hutchinson Hotel Loan
- IX. MidWest Tae Kwon Do
- X. Chamber Update
- XI. Other Business
- XII. Set Next Meeting (April 22nd)
- XIII. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Wednesday April 22nd, 2005

Updated: 18 April 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. March 30th EDA Board meeting
 - B. March 16th Finance Team Meeting
- IV. Review March Financial Statements – Ken Merrill
- V. Director's Report
 - A. Liquor Hutch
 - B. Rix Corner Redevelopment
 - C. State Theater
 - D. Hutchinson Hotel
 - E. Downtown Streetscape Project
 - F. Cenex consolidation project
 - G. New business recruitment
- VI. Grant & Loan Applications
 - Sign & Awning Grant** **\$1,800**
 - Salon 22 – Sherry Bethke
- VII. Chamber Update
- VIII. Other Business
- IX. Set Next Meeting (May 27th)
- X. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

*** SPECIAL MEETING ***

EDA Board Meeting

**Main Conference Room – City Center
12:00 PM Monday May 9th, 2005**

Updated: 3 May 2005

Gentlemen:

We've heard back from the large manufacturer we met with previously. They are in the process of evaluating whether their proposed expansion should be in Arlington or Hutchinson. To that end they have sent us a one-page form inquiring about land costs, etc. as well as all possible incentives so they can compare the two communities "apples to apples."

I've ATTACHED a copy for your review.

The purpose of our meeting will be to discuss all of this and formulate a response. If you have any questions, or need additional information, please give me a call at 234-4223. Thanks.

***** We will have a lunch for you here *****

AGENDA

- I. Call to Order
- II. Director's Report: Update on business prospect
- III. Discussion
- IV. Other Business
- V. Adjourn

Free Lunch!

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday May 27th, 2005

Updated: 20 May 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. April 22nd EDA Board meeting
 - B. May 9th Special EDA Board meeting
 - C. April 20th Finance Team Meeting
- IV. Review April Financial Statements – Ken Merrill
- V. Director's Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Rix Corner Redevelopment
 - D. Hutchinson Hotel
 - E. Downtown Streetscape Project
 - F. Wetherell Industrial Park
 - G. Cenex Project
 - H. Business Recruitment
- VI. Grant & Loan Applications

** NONE **
- VII. Hutchison Hotel – Sale of Kock Jewelry
- VIII. Proposal from Small Business Development Center
- IX. Presentation on JOBZ – Crystal Foust
- X. Chamber Update
- XI. Other Business
- XII. Set Next Meeting (June 24th)
- XIII. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday June 24th, 2005

Updated: 21 June 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. May 27th EDA Board meeting
 - B. May 18th Finance Team Meeting
- IV. Review May Financial Statements – Ken Merrill
- V. Director's Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Rix Corner Redevelopment
 - D. Downtown Streetscape Project
 - E. Wetherell Industrial Park
 - F. Cenex Project
 - G. Business Recruitment
- VI. Grant & Loan Applications ** NONE **
- VII. Plastic Specialties Land Write-Down
- VIII. Hutchison Hotel – Sale of Kock Jewelry
- IX. Proposal from Small Business Development Center – Duane Hoversten
- X. Accept bid from JUUL Contracting for 5th Avenue Industrial Park Improvements (Removal of topsoil) and authorize expenditure of \$9,150 for these improvements.
- XI. Review of terms of Purchase & Sale Agreement – Company “X”
- XII. Chamber Update
- XIII. Other Business
- XIV. Set Next Meeting (July 22nd)
- XV. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday July 22nd, 2005

Updated: 20 July 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. June 24th EDA Board meeting
 - B. June 15th Finance Team Meeting
- IV. Review June Financial Statements – Ken Merrill
- V. Director's Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Cornerstone Commons – Rix Corner Redevelopment
 - D. Downtown Streetscape Project
 - E. Wetherell Industrial Park
 - F. Cenex Project
 - G. Business Recruitment
- VI. Grant & Loan Applications

Downtown Loan Program	
Cornerstone Commons	\$130,000
Storefront Revitalization Matching Grant	
Cornerstone Commons	\$5,000
Economic Development Loan Program	
Ashwell Industries – Tony Ashwell	\$25,000
- VII. Revision of Business Subsidy Criteria for JOBZ
- VIII. Proposal from Small Business Development Center – Duane Hoversten
- IX. Chamber Update
- X. Other Business
- XI. Set Next Meeting (August 26th)
- XII. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information!

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday August 26th, 2005

Updated: 18 August 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. July 22nd EDA Board meeting
 - B. July 21st Finance Team Meeting
- IV. Review July Financial Statements – Ken Merrill
- V. Director’s Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Cornerstone Commons – Rix Corner Redevelopment
 - D. Downtown Streetscape Project
 - E. Wetherell Industrial Park
 - F. Business Recruitment
 1. Company “X”
 2. Ashwill Industries
- VI. Grant & Loan Applications
 - Sign & Awning Grant Program**
 - A. Law Offices of Lenore L. Flinn \$2,000
 - B. Crow River Chiropractic (Dr. Randy Jurgenson) \$1,500
 - C. Hutchinson Area Chamber \$2,000
- VII. Business Subsidy Criteria – Wage Adjustment
- VIII. Small Business Development Center
- IX. Chamber Update
- X. Other Business
- XI. Set Next Meeting (September 23rd)
- XII. Adjourn

Please give me a call at 234-4223 if you have any questions or need additional information.

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday September 30th, 2005

Updated: 26 September 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. August 26th EDA Board meeting
 - B. August 17th Finance Team Meeting
- IV. Review August Financial Statements – Ken Merrill
- V. Director's Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Cornerstone Commons – Rix Corner Redevelopment
 - D. Downtown Streetscape Project
 - E. Industrial Park Development
 1. Wetherell Property Site Prep
 2. Industrial Park Signage
 3. JOBZ & Signage
 - F. Business Recruitment
 1. Company "X"
 2. Company "Y"
 3. Ashwill Industries
- VI. Ashwill Industries Loan
- VII. Assessments on Wetherell Property
- VIII. Assessments on Goebel Property
- IX. HCDC 2006 Budget
- X. Project Ideas for 2006 – Part I
- XI. Grant & Loan Applications
 - Sign & Awning Grant Program**

Titan Cleaners	\$2,000
Kock's Jewelry	\$2,000
 - Storefront Revitalization Matching Grant Program**

Kock's Jewelry	\$5,000
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- XII. Chamber Update
- XIII. Other Business
- XIV. Set Next Meeting – October 28th
- XV. Adjourn

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday October 28, 2005

Updated: 27 October 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. September 30th EDA Board meeting
 - B. September 28th Finance Team Meeting
- IV. Review September Financial Statements – Ken Merrill
- V. Director’s Report
 - A. State Theater
 - B. Liquor Hutch
 - C. Cornerstone Commons – Rix Corner Redevelopment
 - D. Downtown Streetscape Project
 - E. Industrial Park Development
 - 1. Wetherell Property Site Prep
 - 2. Industrial Park Signage
 - 3. JOBZ & Signage
 - F. Business Recruitment
 - 1. Company “X”
 - 2. Company “Y”
 - 3. Ashwill Industries
- VI. Grant & Loan Applications
 - Sign & Awning Grant Program**
The Glass Apple, Cheryl Labat \$1,451
 - Storefront Revitalization Matching Grant Program**
Vacuum Gallery, Lee Gruenhagen \$5,000
Titan Cleaner Building, Skip Quade \$5,000
- VII. Request to defer assessments on Wetherell Property
- VIII. Proposed Downtown Redevelopment Project
- IX. Goebel Property Transaction
- X. Project Ideas for 2006 – Part II
- XI. Downtown Christmas Lights
- XII. Chamber Update
- XIII. Other Business
- XIV. Set Next Meeting – November 18th ?
- XV. Adjourn

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday December 2, 2005

Updated: 1 December 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. October 28th EDA Board meeting
 - B. October 26th Finance Team Meeting
- IV. Review October Financial Statements – Ken Merrill
- V. Director’s Report
 - A. Web-Site Update
 - B. Post Office
 - C. Liquor Hutch
 - D. Cornerstone Commons – Rix Corner Redevelopment
 - E. Proposed Downtown Redevelopment Project
 - F. Downtown Streetscape Project
 - G. Industrial Park Development
 1. Industrial Park Signage
 2. Goebel Property
 - H. Business Recruitment
 1. Company “X”
 2. Companies “Y” & “Z”
- VI. Business Subsidies
- VII. Appoint New Finance Team Member (2 Candidates, 1 position open)

A. John Lang	Business Banker	MidCountry Bank
B. Dan Carlson	Plant Manager	3M
- VIII. Grant & Loan Applications

<u>Sign and Awning Grant Program</u>	
Mark Schierman – 246 Main Street	\$2,000
- IX. Project Ideas for 2006 – Part III
- X. Chamber Update
- XI. Other Business
- XII. Set Next Meeting – December 30th
- XIII. Adjourn

EDA Board Meeting

Main Conference Room – City Center
7 AM Friday December 23, 2005

Updated: 15 December 2005

AGENDA

- I. Call to Order
- II. Approve Agenda
- III. Review & Approve Meeting Minutes
 - A. December 2nd EDA Board meeting
 - B. November 16th Finance Team Meeting
- IV. Review November Financial Statements – Ken Merrill
- V. Director's Report
 - A. Liquor Hutch
 - B. Cornerstone Commons – Rix Corner Redevelopment
 - C. Proposed Downtown Redevelopment Project
 - D. Downtown Streetscape Project
 - E. Industrial Park Development
 1. Industrial Park Signage
 2. Goebel Property
 - F. Business Recruitment
 1. Company "X"
- VI. Election of Officers for 2006 (required by statute M.S. 469.096)
 - A. President 1-year term
 - B. Vice-President
 - C. Treasurer 1-year term
 - D. Secretary 1-year term (can be non-Commissioner)
 - E. Assistant Treasurer (can be non-Commissioner)
- VII. Review of DRAFT 2005 Annual Report & 2006 Work Program
- VIII. Grant & Loan Applications

*** NONE ***
- IX. Chamber Update
- X. Other Business
- XI. Set Next Meeting – January 27th
- XII. Adjourn