

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
December 13, 2021**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, December 13, 2021.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Sherry Murdock, Duane Poppe, Larry Stelmach, Alicia Vickerman.

Members absent: None.

Staff present: Executive Director Riley Grams and City Attorney Mary Tietjen.

Others present: None.

2. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Aho, to approve the Agenda as presented. The motion carried 7-0.

3. APPROVAL OF MINUTES – NOVEMBER 8, 2021

A motion was made by Murdock, seconded by Johnson, to approve the minutes of November 8, 2021, as presented. The motion carried 7-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Burke, to approve the Accounts Payable. The motion carried 7-0.

7. OLD BUSINESS

A. APPROVE 2022 EDA BUDGET

Grams stated each year the EDA sets its own fiscal budget for the following year. The budget is usually approved during the last meeting of the year in December. Staff reviewed the proposed EDA budget. The EDA discussed the first draft of the 2022 budget at the November 8 meeting. Time was short that evening, so there wasn't much discussion about the budget. Additionally, there were no other comments or questions regarding the 2022 budget after the November 8 meeting. Any proposed changes to the budget should be discussed. A motion should be made to approve the 2022 EDA budget.

A motion was made by Johnson, seconded by Burke, to approve the 2022 EDA budget as presented. The motion carried 7-0.

8. NEW BUSINESS

A. REVIEW 2022 EDA CALENDAR

Grams reviewed the scheduled meetings for the Osseo Economic Development Authority for 2022 (please note that all EDA meetings will begin at 6:00 PM and be held virtually until otherwise noted):

| | |
|----------------------|---------------------|
| Monday, January 10 | Monday, February 14 |
| Monday, March 14 | Monday, April 11 |
| Monday, May 9 | Monday, June 13 |
| Monday, July 11 | Monday, August 8 |
| Monday, September 12 | Monday, October 10 |
| Monday, November 14 | Monday, December 12 |

Grams reported the EDA Commission will elect Officers at the January meeting. Elections for the following positions will be conducted: President, Vice-President, Secretary, Treasurer, Assistant Treasurer, and Executive Director.

9. REPORTS OR COMMENTS: Executive Director, President, Members.

Grams thanked everyone for a great 2021 and stated he looked forward to 2022. He wished everyone a safe and happy holiday season.

City Attorney Tietjen wished everyone safe holidays and a happy new year.

Burke wished everyone happy holidays and stated she looked forward to seeing everyone again in 2022.

Murdock wished everyone a Merry Christmas and Happy New Year.

Aho wished everyone happy holidays. She reported Small Business Saturday was a tremendous success this year and she thanked the community for their tremendous support.

Vickerman wished everyone happy holidays.

Johnson encouraged people to wear their masks and be safe this holiday season.

Stelmach wished everyone happy holidays and stated he looked forward to working with everyone in 2022. He discussed the feedback he received regarding Small Business Saturday and explained he would like to further discuss this in January.

10. ADJOURNMENT

A motion was made by Murdock, seconded by Aho, to adjourn at 6:12 p.m. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther

Minute Maker Secretarial