

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES  
June 10, 2024**

1. ROLL CALL

Vice President Schulz called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, June 10, 2024.

Members present: Teresa Aho, Mark Cook, James Hultgren and Mark Schulz.

Members absent: Kenny Nelson and Duane Poppe.

Staff present: Interim Director Shane Mikkelson, Community Management Coordinator Jessica Rieland and City Attorney Mary Tietjen.

2. APPROVAL OF AGENDA

**A motion was made by Cook, seconded by Hultgren, to approve the Agenda as presented. The motion carried 4-0.**

3. APPROVAL OF MINUTES – APRIL 8, 2024

**A motion was made by Hultgren, seconded by Aho, to approve the minutes of April 8, 2024, as presented. The motion carried 4-0.**

4. MATTERS FROM THE FLOOR – None

5. PUBLIC HEARINGS – None

6. ACCOUNTS PAYABLE

Mikkelson presented the EDA Accounts Payable listing.

**A motion was made by Cook, seconded by Aho, to approve the Accounts Payable. The motion carried 4-0.**

7. OLD BUSINESS – None

8. NEW BUSINESS

A. UPDATE ON JUNE EDA BUSINESS SOCIAL EVENT

Rieland stated the City's first EDA business social will be held on Wednesday, June 26 from 4:30-6:30 pm at the American Legion Post 172. It will be a two-hour event for local business owners to network and build relationships with one another. James Hultgren, Gambling Manager for the Legion, has graciously offered to provide food and one free beverage for all attendees. To spread the word about the event, an email blast was sent, and flyers were distributed to local businesses by the police department. Police officers also collected updated contact information from them. Staff is in the process of building an up-to-date database of current businesses/businesses owners.

Rieland explained the next EDA business breakfast is tentatively planned for the month of August. Mindy Smith, Executive Director of the I-94 West Chamber of Commerce has accepted the invitation to attend and is available on Tuesday mornings. Please advise on your available dates:

Tuesday, August 6

Tuesday, August 20

Tuesday, August 13

Tuesday, August 27

Rieland reported staff will also contact Shannon Slatton from CCX Media to inquire if someone from the Create Team would be able to attend the meeting and provide information on the resources, they have available to help small businesses meet their promotional needs. James Hultgren with the American Legion has also offered to host the business breakfast in August and provide the meal.

Cook supported the next business breakfast being held on Tuesday, August 6.

Rieland explained she had spoken to Josh at Duffy's and he was willing to host another EDA social event in October of 2024.

Hultgren reviewed his plans for the EDA business social event noting the patio was set up so the event could be held outdoors and would move indoors in the event in climate weather.

Aho reported this event would not have a speaker, but rather would serve as a social event for local business owners.

Mikkelson stated 200 flyers were handed out to local business owners by the Osseo Police Department for the EDA business social event. He indicated this was a great way for officers to introduce themselves to local business owners.

B. DISCUSS POSSIBLE FUTURE EDA TOPICS

Mikkelson requested the EDA discuss potential topics for future EDA meetings.

Aho suggested the EDA discuss social media options to promote City business. Rieland recalled this was going to be a future EDA breakfast topic.

Schulz stated he had a reference to submit to Staff for this topic.

Cook suggested the EDA consider how to further promote and support the City's local businesses.

Rieland indicated one thing the EDA could consider would be to create a welcome packet for new business owners.

Aho believed this was a great idea and suggested a packet be created for existing business owners as well.

Hultgren recommended historical information on the City, such as information on City-sponsored events and the siren be included in the welcome packet.

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

Cook thanked Staff for all of their efforts to organize the upcoming EDA social event.

Hultgren thanked everyone who attended the Memorial Day event.

10. ADJOURNMENT

**A motion was made by Cook, seconded by Aho, to adjourn at 6:20 p.m. The motion carried 4-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*