



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: January 12, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Schnell, Bagley, Bruhn, Forward

Directors Absent:

Advisory Present: Udem, Hoff,

Guests: Kelly, Wiek, Brian ?

Visitors:

President Matt Hill called the January 12, 2023, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with eight board members, three guests, one advisory and two employees. Hill thanked everyone for attending and called upon guests to present

Guests

➤ **Guest:**

- Jeff Wiek and Brian? : Archery Club
 - These men were presenting on behalf of the Oakes Archery Club and expenses incurred for the program. They are requesting gaming funds. Voted on later in the meeting.
- Austin Kelly: Sno Busters
 - Kelly was seeking gaming fund support for the Sno-Busters. The Sno-Busters are finding it increasingly difficult to fund their programs and were seeking support. Voting later in the meeting
- Laykn Kunrath
 - Kunrath was unable to attend the meeting. Her proposal was presented and voted on later in the meeting

➤ **Economic Development Directors Report: Udem:**

- Report: (Page 6)
 - Economic Development Proposal for 2023 (Pages: 7-8): The proposal was accepted with a change in date of payment schedule to the 25 of the month (this is an automatic transfer) and conference attendance. Should only be state conferences dealing with economic development. (There are two with Main Street Summit being one)

➤ **Secretary's Report:**

- Any comments_on Secretary (Pages: 3-4-5) /Treasurer's reports (Pages: 12-18): No comments so they are received for filing
- Zoom Housing Meeting: Attendance: Bagley, Udem, Zetocha, Peterson, Hill, A O'B
 - Meeting points covered by Udem
- Correspondence:
 - Thank you from Oakes Area Community Foundation (Page 9
 - EDND Membership:\$300 (last year \$275) (Pages 10-11): Voted on later in the meeting
 - Letter from Dakota Water Resources – will scan and send to Cole Vculek
 - Engagement letter from Ptacek Financial Services: signed by President Hill
 - Tickets for the upcoming ballgames – sponsorship of athletic events – 4 tickets were available for the games on January 16 and 4 tickets for January 17th. OEI participated in activities sponsorship program

➤ **Treasurer's report:** See above

- **CD at FCCU:** Matched and went above the rates quoted at the time of the Dec. 2022 meeting
- **BUMP for Nicole Cline** (Pages: 19-22) – release of funds _ Voting listed below
- **BUMP for Angry Beaver** – extra papers – release of funds _ Voting listed below

- **BUMP for 502 Flair** (Pages: 23-26) Participate in program – Voting listed below
- Signatories on Gaming Expense checking account : Continues on hold

➤ **Gaming**

- Report: See treasurers report for gaming activity
- Paperwork continues to be done by Ptacek Financial
- Gaming Manager position
 - Carol Oster is the new hire and has been to state training and also a session with Ptacek Financial Services.
- Updated rental agreement: The document has been signed and returned to OEI for filing
- Contract with The Last Shot: Demand Promissory Note -remove from the active agenda. Work continues to see how much of a cash bank is actually required. Insurance will only cover \$5000.
- Gaming Application Request Funds:
 - Oakes Sno-Busters (Pages 27) see below for voting
 - Oakes Archery Club (pages 28-29) see below for voting

➤ **Business item**

- Points from Zoom Housing Meeting:
 - Udem covered this information – Questions/Concerns OEI had concerning how the funds would be used were clarified. The total investment from OEI(and possible partners)with no hidden fees would be \$18,000 for both phases. See voting below.
- Fine Tuning on the BUMP Application and rules: tabled
- Tiny Tornadoes updates: none at this time
- Chamber updates: Working on a promotional punch card
- The parking lot owned by OEI: Ulmer of the Angry Beaver has been approached about purchase of the lot. Schnell contacted him but did not get a response. One thought was to charge rent for the use of the lot which houses the Beaver's propane tanks, garbage and grease depository. **This is to be put on the February agenda.**
- Other

➤ **Voting**

- **BUMP for Cline (Feel good Foods): M(Bagley)S(Schnell)P: to release the funds as the receipts were received for this exterior project. This would be funded at the max rate of \$5,000.**
-
- **EDND Membership: M(Bruhn)S(Schnell)P: to continue membership at the \$300 rate**
- **BUMP for 502 Flair: M(Schnell)S(Bruhn)P: to participate in the proposed interior BUMP proposal**
- **Gaming Fund: Sno-Busters: M (Zetocha)S(Schnell)P: to grant funding at the rate of \$2000 from the Charitable Trust Account**
- **Gaming Fund: Archery Club: M(Zetocha)S(Thompson)P: to grant \$2500 to the Archery Program with funds from the Charitable Trust Account. They may return for additional funding if needed.**
- Economic Development Proposal for 2023: **Accepted by common consensus with the corrections noted**
- **BUMP: Angry Beaver Lodge : M(Bagley)S(Schnell)P: to release the funds as the receipts were received. This interior project would be funded at the max amount of \$5000.**
- **Hometown Housing Proposal: M(Bruhn)S(Zetocha)P: to participate in this program making the necessary down payment (once Udem has secured the amount) in order to begin the process without delay. Udem will seek out partners for covering part of all of the cost of the study. OEI would own the study information. Total cost \$18,000**
-
- **Other**
 - The secretary was asked to leave the room to discuss salary. No decisions were made. Research will be done.

➤ **Ongoing business to discuss if necessary**

▪
➤ **For the good of the order**

- Need to look at a date for the annual meeting: March 9, 2023 – This date was accepted as the date of the Annual Meeting.
- Board terms will be addressed at a future meeting.
- Next meeting: Thursday, February 9, 2023,

There being no further business the meeting adjourned at 8:20.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Box 3
Oakes, ND 58474

Economic Development Proposal Oakes Enhancement, Inc. mission statement: The Oakes Enhancement, Inc. (OEI) shall create an environment that stimulates commercial, industrial, and residential growth and development while enhancing the quality of life in the greater Oakes, North Dakota trade area.

Length of Services: January 1 - December 31, 2023

Payment schedule: Monthly on the 1st Annual Rate: \$30,000

Reporting: We will submit a monthly report sharing the results of our efforts and do our best to attend every meeting in person.

Services to be provided:

Business Development:

1. Support current businesses to achieve expansion efforts and develop succession plans, when applicable
2. Support the successful launch of new entrepreneurs and small businesses
3. Actively maintain our current business inventory and pursue tenants
4. Connect businesses to all available local, state, and federal resources, including education and training opportunities

Business Services Reporting Metrics:

1. Current businesses supported and any resulting benefits stated
2. New businesses launched
3. New business leads and any conversions

Quality of Life:

1. Provide education and training programs to support the individual growth of our residents
2. Work with regional partners to develop a housing initiative in Oakes
3. Offer several community events, including vendor shows and maker's markets

Other considerations:

- This proposal does not include the time required for grant writing although some will happen anyway.
 - We can connect to the right opportunities and outsource grant writing, if necessary. May require further cost, but it's worth it.

- Oakes needs to be represented at a state level. We need to be at the table to get the attention of the resource providers.

To accomplish this, we'd also recommend:

1 2 ○ EDND membership

- Plus, allowances to attend conferences + Main Street Summit

- Either party reserves the right to cancel the agreement with a 30-day notice.



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: February 9, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Maier, Forward, Bagley

Directors Absent: Schnell

Advisory/ Employee: Hoff, Udem

Guests: Brittany Harty

Visitors: None

President Matt Hill called the February 9, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7am.. The meeting was held at the Oakes Community Center Meeting Suite with seven Board Members, one Advisory, one Employee and one guest present. Dustin Maier was welcomed as the representative of the Oakes Area Chamber of Commerce, replacing Anthony Bruhn.

Agenda items to add:

Letter of support for Dickey County Campground: Addition approved.

Guests

➤ **Guest:**

- Brittany Harty of the Bakery Shoppe was available to introduce herself to the OEI Board and explain what she is planning for the opening of her shop.
 - Brittany plans to begin slowly with breads, cookies, muffins, and the like.
 - Waiting for the health department and fire suppression systems to be finalized

➤ **Economic Development Directors Report: Udem:**

- Report: ()
 - See reports for comments.

➤ **Secretary's Report:**

- Any comments_on Secretary (pages: 4,5,6) /Treasurer's reports (pages: 7-12)—reports received for filing.
- **M(Bagley)S(Forward)P: to transfer funds at Starion into CD's in order to garner interest. Investing, under the guidance of Treasurer Zetocha, perhaps one at \$50,000, and two at \$25,000. Investments lengths will vary so cash is accessible if needed. Funds to be used will be decided upon investment. Those who can sign on behalf of OEI will be Matt Hill, John Zetocha, Gary Schnell and Audrey O'Brien.**
- Correspondence:
 - Nothing to report at this time.

➤ **Treasurer's report:** See above.

- Information for the 2022 OEI taxes have been turned over to PFS. Sheila will call for the OEI computer when she begins work on them. Adjustments the BOD wants to see have been communicated.
- **BUMP for 502 Flair: M(Peterson)S(Forward)P: to release fund (\$5000.00) as the invoice has been submitted.**
- **All In Casino Night for CHI: M(Zetocha)S(Forward)P: to participate in the Oakes Community Hospital Foundation's "All in" Casino Night at the High Roller level of \$2500.00. Peterson and Thompson abstained from voting.**
- Signatories on Gaming Expense checking account: On hold

➤ **Gaming**

- Gaming Manager

- Carol Oster is trying to get all straightened out and once the end of the year is completed – she believes it things will go better moving forward.
- O'Brien and Bagley will meet with Roberts today to make sure things are going well.
- Updated rental agreement: signed and returned to OEI.
- Cash Banks: No forward movement at this time
- Gaming Application Request Funds:
 - None at this time

➤ **Business item**

- The Bakery Shoppe:
 - Zetocha explained a tentative interest buydown plan with the Bank of North Dakota for The Bakery Shoppe.
 - **M(Forward)S(Thompson)P: to participate in the interest buydown for the Bakery Shoppe contingent upon receiving solid figures. Once a final plan/figures are in place with all entities, an electronic vote will take place agreeing to the numbers. (Zetocha abstained from voting)**

Peterson had to leave the meeting at this time.

- OEI Parking lot – ownership—rent—sell : no new updates.
- Fine Tuning on the BUMP Application and rules: tabled
- Tiny Tornadoes updates: No updates at this time
- Chamber updates: Maier stated updates covered by Udem in her report.
- NDSU – STTAR intern program (Students in Technology Transfer and Research)
 - It was agreed – this is a good program but better suited for the Oakes Area Chamber of Commerce to promote as well as Growing Small Towns.

➤ **Agenda Add on**

- A letter of support for a campground at Pheasant Lake was received. This only involves a letter to attach to a grant request.
- **M(Zetocha)S(Forward)P: to supply a letter of support to accompany the grant application being made on behalf of Dickey County by Any Mittleider Deputy Auditor.**

➤ **Were these things voted upon?**

- **BUMP for 503 Flair: Yes**
- **All In Casino Night for Oakes Community Hospital: Yes**
-
- **STTAR intern program participation: Yes**
- **Letter of Support for Dickey County Campground: Yes**

➤ **Ongoing business to discuss if necessary.**

- Salary and retirement:
 - The secretary was asked to leave the room.
 - **M(Zetocha)S(Thompson)P: to increase the secretary's salary to \$1,100.00 per month. Reimburse for past office expenses at \$2100.00 (Agreement was to be \$100 per month but was not always paid by the gaming manager) – AND going forward to have Ptacek Financial Services set up the \$100 payment plan as an auto transfer each month as office reimbursement.**

➤ **For the good of the order**

- The annual meeting: March 9, 2023 – added to PFS calendar.
- Board terms: Terms of Peterson and Thompson are up for re-election – Both are valuable members of the board and were encouraged to consider running.
- Next meeting: Thursday, March 9, 2023,

There being no further business the meeting adjourned at 8:20.

Respectfully reported,

Audrey O'Brien, Secretary
 Oakes Enhancement, Inc.
 PO Box 3
 Oakes, ND 58474

Electronic Voting: The Bakery Shoppe.

Zetocha supplied updated figures from the Bank of North Dakota concerning the interest buy down for The Bakery Shoppe. The emailed documents and cover letter sent by Zetocha were reviewed by the board members. The following action took place.

M(Peterson)S(Thompson)P: to approve the updated interest buy down figures for The Bakery Shoppe. Is there any discussion. If not could you please send your vote.

1. Peterson: Yes
2. Thompson: Yes
3. Forward: Yes
4. Bagley: Yes
5. Schnell: Unavailable
6. Maier: Yes
7. Hill: votes as a tie breaker
8. Zetocha: abstains

Report submitted.

Hi Everyone -

Sorry I had to bug out early today, I did want to provide a Tiny Tornadoes update - as they do have great things happening at the daycare.

Enrollment: 20

- We are maxed out based on the ratio of staff to kids. Our current cook, Morgen, has been helping out in classrooms in the afternoons as needed and would like to transition to a teacher position but we have not been able to find anyone to replace her as cook.

Filling the cook position and having Morgen switch to teacher would allow us to enroll more kids. Know of anybody that would like a part-time cook position?

Grants:

- We received a Choice Bank grant to replace the playset (wear and tear and some boards are beginning to deteriorate) and to install an outdoor spigot. We have a committee who will be planning spring clean-up and making suggestions on what else could be done to make that area even better for our kids. We would love to have some sort of shade installed, but that's currently out of budget.
- We will be applying for the NDSU Jr. Gardner grant again.

We are in the beginning stages of an outdoor mural—gathering info and looking for other organizations to assist in planning, etc.

We've had successful fundraisers (cookie dough and pizza) and will be doing a Lucky Duck race fundraiser for June.

Thank you! Alison Peterson

February 2023 ED Report from Growing Small Towns

Existing Businesses Supported:

1. Girl Scouts: They are being asked to participate in the Downtown park project
2. Chamber: Looking for a fund raiser for the downtown park area.
3. Bowling Alley: The bowling alley is in need of new equipment. They will need assistance if they are going to continue to be in business and function efficiently
4. NDSU Research Site
5. Theatre

New Business Development:

1. Gevo
2. Dr. Rath's-Jeff Strand confirmed we are on track.
3. The Bakery Shoppe – just waiting on ND Health Inspection
4. Applied Digital: (Data mining); Offering primary sector jobs. At least 20

Opportunities:

1. Main Street Apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Secured \$10,000 from Ottertail Power
 - b. Secured an additional \$2,000 from JVG.
 - i. Invoice for full amount has been paid upon receipt, we'll begin scheduling visits
 - c. NOTE: Milnor is also participating in this project

Other Activity

Local:

- VC Community Impressions Project

Regional:

- Impact Dakota

State:

- USDA grants/funding



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc. (OEI)
2023 Annual Meeting
Thursday, March 9, 2023
7:00am
Oakes Community Center Meeting Suite

President Matt Hill called the 2023 Annual Meeting of OEI to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite. President Hill thanked all who attended and called on Toni Ptacek of Ptacek Financial Services to review the yearly financials.

- Board Members
 - 2022 Board Members: President Matt Hill
Vice President: Becki Thompson
Treasurer: John Zetocha
 - Board Members:
Alison Peterson
Gary Schnell
Jeff Forward
Anthony Bruhn (Chamber Representative)
Cindy Bagley (City Representative)
Advisory: Jeff Hoff –Mayor N. O'Brien, and as needed Zasha Johnson, Toni Ptacek
Economic Development Director: Rebecca Udem
- Ballot: Balloting for two board positions was presented:
 - **MM(Schnell)S(Bagley)P: to cast a unanimous ballot electing Rebecca Thompson and Alison Peterson.**
- Upcoming Charitable trust: Oakes Park & Rec: Swimming Pool – Oakes Fire Department
- Presidential comments
- Welcome Dustin Maier as the new Chamber Representative.

There being no further business: **MM(Schnell)S(Thompson)P: to adjourn the meeting at 7:25am.**

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: March 9, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors: Hill, Zetocha, Peterson, Thompson, Maier, Forward, Schnell, Bagley

Advisory/employee: N O'Brien, Udem

Guests: Chris Schmit and Anthony Bruhn

Visitors:

President Matt Hill called the March 9, 2023, meeting of the OEI Board of Directors to order at 7:30_am. The meeting was held at the Oakes Community Center Meeting Suite with eight board members, two advisory and two guests in attendance. President Hill noted additions to the agenda, interest buydown for General Irrigation and BUMP application for Chris Schmit.

Guests

➤ **Guest:**

- Anthony Bruhn of Starion Financial presented an interest buydown for Dana Rosendahl and General Irrigation.
 - **MM(Thompson)s(Bagley)P: to support this interest buydown for Dana Rosendahl and General Irrigation in the amount of \$7,085.70 dividing the payment between two years. (Zetocha abstained)**
- Chris Schmit arrived at 7:45 and presented. He is looking for BUMP funds to install a new door in the front of his building along with a new sign. The bids total: \$10,421.00. This was voted on later in the meeting.
 - **MM(Schnell)S(Zetocha)P: approve participating in this BUMP proposal. Once the receipts are submitted and approved by the Board, funds can be released.**

➤ **Secretary's Report:**

- Any comments_on Secretary (pages: 5-8) /Treasurer's reports (pages; 9-11)
 - February account action (pages: 12-13)
There were not comments.
- Correspondence:
 - Tickets for Casino Night: Tickets were distributed amongst board members.
 - WSI: this has been paid
 - Heritage Insurance: Insurance payment netted an overage of \$2.00
 - Gaming correspondence given to the Gaming Manager

➤ **Treasurer's report:** See above.

- CD paperwork is being completed. Signatures are required: Invested in (2) at \$25,000 for 7 months and one at \$50,000 for 11 months.
- Hometown Housing dollars received from James Valley Grain – waiting for OtterTail Power
 - Udem will check with OtterTail
- Signatories on Gaming Expense checking account: On hold.
 - Leave the checkbook in the hands of the secretary
 - Check to see if automatic deposits could be arranged for Hoffman and Oster.

➤ **Gaming**

- Gaming Manager position

- Continue to work out details and get reports generated – filings done – Toni has been working with Carol when needed
- Gaming Application Request Funds:
 - None at this time

➤ **Business item**

- Fire Department Land
 - Hill visited with Ptacek Financial Services concerning the land swap and the difference in values. At this time nothing can be done except to keep totals of what OEI has invested in the property.
 - Investment total: **\$53,867.00 to date**
- OEI Parking lot – ownership—rent—sell.
 - Schnell continues conversations with Ulmer of the Angry Beaver.
 - **M(Forward)S(Schnell)P: to enter into a purchase agreement with the Angry Beaver for \$30,000. This could be paid at \$500 per month until satisfied (5 years) with no interest. This agreement should be entered into by May 1, 2023.**
- Gym equipment
 - It was decided the equipment should be donated to FitBar. The secretary will check with Ptacek Financial to see if this could present problems for Chris Schmit. If it does, perhaps a sale could be arranged.
- Tiny Tornadoes updates (Peterson reporting)
 - Things are going well. If they could hire a new cook – the current cook could work full time with children and they could increase their capacity
- Chamber updates:
 - The Chamber office moved to a new location (Growing Small Towns building)
 - The Chamber is currently making final arrangements for Irrigation days.
- **Selecting officers for the year**
 - M(Forward)S(Schnell): to keep the current Officers in place – motion failed due to some not wanting to serve in their capacity again.
 - **M(Bagley)S(Schnell)P: to elect Jeff Forward as President, Rebecca Thompson as Vice President and John Zetocha as Treasurer.**
- Other

➤ **Economic Development Directors Report: Undem:**

- Report: see notes on the report
 - Economic Development report

➤ **Were these things voted upon?**
All things taken care of.

➤ **Ongoing business to discuss if necessary.**

- Fine Tuning on the BUMP Application and rules: tabled

For the good of the order

- Next meeting: April 13, 2023
-

➤ The meeting adjourned at 8:25am.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc. PO Box 365, Oakes, ND 58474

Existing Businesses/Organizations Supported:

1. Chamber
2. Bowling alley
3. NDSU Research site

New Business Development:

1. GEVO-no updates
2. Dr. Rath – Jeff Strand confirmed they are on track Remains on Track. Finishes school in May
3. The Bakery Shoppe – Health inspection completed. Should open soon. Udem was thanked for all her guidance she gave Brittany.

Opportunities:

2. Main Street Apartment renovation project

2023 Key Priority - Housing:

2. HTH
 - a. Began conversations to set up site visits
Work will start on April 4 or 5.
Three teams will come in and they want to visit with 25 businesses

Other Activity**Local:**

- VC Community Impressions Project- we'll present in Valley on March 15 - they haven't arrived here yet
- Chamber moved to our location
- BK Floral moving into former Chamber spot
- Rural Mastermind begins on March 21
- Oakes hosted the Be Legendary School Board training - 20 admins

State:

- WonderFund: Please check this weeks Community Connection on this fund
Shark Tank people are involved.



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: April 13, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present : Zetocha, Peterson, Thompson, Maier, Forward, Schnell, Bagley

Director Absent: Hill

Advisory/employee: Hoff,

Guests: Gaming Manager: Shawn Ulmer, Jeff Wiek, Kausha Magill

Visitors:

President Jeff Forward called the April 13, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:02am. The meeting was held at the Oakes Community Center with seven directors and one advisory member in attendance along with three guests. Gaming Manager, Carol Oster, planned to attend but was ill.

Guests were welcomed and thanked for attending.

➤ **Guest:**

- Shawn Ulmer was called upon to address the parking lot behind The Angry Beaver
 - Shawn has an easement of the property for his propane tank, grease, and garbage receptacles.
 - He does not feel it would benefit his business to purchase the parking lot.
 - This item will be tabled for future consideration
- Jeff Wiek, from the Oakes Archery Club presented a request on behalf of the archery students who will be attending the National Competition. Voting happened later in the meeting.
- Kausha Magill presented on behalf of Bear Creek Roughriders. Voting took place later in the meeting.

➤ **Secretary's Report:**

- Any comments on Secretary (pages:3-6) /Treasurer's reports (pages; 7-14)
 - **M(Schnell) S(Bagley)P: to receive and file the Secretary and Treasurer's reports as printed.**
- Correspondence:
 - Oakes Fire Department – Thank you. (Page:15)
 - CHI Oakes Community Hospital Foundation – Thank you. (Pages: 16-17)
 - From the Hospital administrator: Casino Night funds were raised for the purchase of an ultrasound machine. With the funds raised and a benefactor the machine has been ordered.
 - School Sports Sponsorship - Thank you (pages: 18-19)

NEED VOTES ON THESE

- Oakes Archery Club:
 - **M(Bagley)S(Schnell)P: to donate \$3000 from the Charitable Trust account for students to attend National's in Utah. 21 will be competing.**
- Bear Creek Roughriders.
 - **M(Thompson)S(Peterson)P: to donate \$500 for their Irrigation Days Rodeo with funds from the Charitable Trust account.**
- Dickey County Fair – sponsorship (pages: 20-21)
 - **M(Schnell)S(Peterson)P: to donate \$500 to the Dickey County Fair. Funds from the Charitable Trust Account.**
- CGAND (pages: 22-23)
 - No action taken.

- CD at BankNorth (page: 24) This CD will mature on Friday April 14, 2023.
 - **M(Schnell)S(Bagley)P: to reinvest at BankNorth -- for their 11 month special rate quoted as 4.16 and perhaps they can go a bit higher. Those who can sign on behalf of OEI remain the same: Schnell, Thompson, Hill, Zetocha and O'Brien.**
- Bank of North Dakota – Shadow Lanes (page: 25)
 - **M(Bagley)S(Schnell)P: to pay ahead at the rate of \$5000 with payoff of the note next year. (2024)**
- Oakes American Legion –
 - **Contingent upon the Oakes American Legion sponsoring the community Fireworks a motion was made by Bagley S(Schnell)P: to donate \$1000 from the Charitable Trust Account –**
 - NOTE: with the passing of Tim Kelly – OEI did not know if this would be taking place this year – hence the contingency.

➤ **Treasurer's report:** See above.

- CD's at Starion purchased.
 - They will be picked up. They have been put into the computer.
- Hometown Housing dollars– The city will be used as a pass through.
 - Otter Tail Power needed city government or 501C3 for the flow of the check. It has not been received as of today. The City agreed to allow use as a pass through for these funds.
- Shadow Lanes and the interest buydown: see above in correspondence. (Page: 25)
 - With \$5000 being paid this year – the balance should be paid next year.
- Signatories on Gaming Expense checking account: On hold.
- CD at Bank North -- need a vote: see above in correspondence. (Page: 24)
 - See above for action.

➤ **Gaming**

- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – have not received a check.
 - The secretary will call them again to check on the status of the \$4500 check.
- Note Gaming profit and loss from treasurer's report (page: 12)
 - Large loss due to the donations made – including the \$50,000 to the fire department.
- Gaming
 - Checked with Brenda Schmitz and she stated she is more of the tax preparer than reviewing the paperwork and vouchers. For OEI, the manager is in charge of the tax prep.
 - Work will continue on defining jobs.
- Gaming Application Request Funds:
 - Dickey County Fair -- see above.
 -

Dustin had to leave the meeting at 7:40am

➤ **Business item**

- OEI Parking lot – ownership—rent—sell. See above comments.
 - This should be tabled until after Irrigation Days
- Gym equipment
 - Bill of Sale sent to Schmit, and it met his approval – transaction amount \$3 total for the three pieces of equipment. The check has been deposited and I would imagine it has cleared the bank.
- Tiny Tornadoes updates
 - No current update – still need to hire a cook so the current cook will be free to work with the students.
- Chamber updates:
 - Focus is on Irrigation Days
 - Calls received – people wanting to move and checking out the availability of daycare.
- Other

➤ **Economic Development Directors Report: Undem:**

- Report: (page: loose)
 - Economic Development report

- Undem was not available to attend this meeting.

➤ **Were these things voted upon: Yes – see above**

- **Dickey County Fair request for funds**
- **CGAND - membership**
- **CD at Bank North**
- **Bank of ND – Shadow Lanes**
- **Bear Creek Roughriders**
- **Archery Club**
- **Legion Fireworks**

➤ **Ongoing business to discuss if necessary.**

- Fine Tuning on the BUMP Application and rules: tabled

For the good of the order

- **Next meeting: May 4, 2023 --a week early.**
- **Parking lot on hold for a few months**
-

There being no further business the meeting adjourned at 8:15am.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Bos 365
Oakes, ND 58474

April 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Casey Cofell has a new duct-cleaning business; meeting with him (it was rescheduled 3 times due to weather)

New Business Development:

1. Gevo - no updates
2. Dr. Rath's - Tiffany has reached out to start discussing marketing/messaging to the community about this upcoming change
3. The Bakery Shoppe - opened last month!!

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH
 - a. Had to reschedule employer visits for April 19
 - b. Encourage the entire board to attend and to invite city council members, too.
 - c. The more people we can get to sit down with these guys when they're here, the better.

Other Activity

Local:

- Community Puzzle project - on display at GST during Chamber hours
- Met with a young family of 5 from Mandan interested in moving to Oakes; she's applying for the _____ position at the NDSU Research site
- Rural Mastermind start date got pushed twice; finally decided to just start in April
- Main Street Park fundraising is underway and starting out successfully

Regional:

- Attended Dakota Resources Advisory Council meeting in Pierre SD last week (opportunities for bringing events to Oakes)
- Lisbon has reached out about partnering together on an event prior to Mother's Day
- Attended SE Region Economic Developer's meeting on March 28
- Was featured on WDAY radio promoting Oakes and small-town living

State:

- ND Commerce Department Tourism and Travel Conference May 15-17 in Bismarck



Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: May 4, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present : Zetocha, Maier, Schnell, Bagley, Hill

Director Absent: Thompson, Peterson, Forward

Advisory/employee: Udem, N O'Brien

Guests: Gaming Manager: Cofell, 3 HOSA students and their advisor

Visitors:

Treasurer John Zetocha called May 4, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center with five directors and two advisory members in attendance along with five guests.

Guests were welcomed and thanked for attending.

➤ **Guest:**

- HOSA Students: Three HOSA students were present to request gaming funds as they head to Nationals.
- Casey Cofell: Cofell presented his business fund application.
- Amanda Nash: Corner C-Store BUMP Application: Amanda was not able to attend. Udem answered questions on her behalf.
- HMC representatives were unable to attend.
- Carol Oster: Gaming Manager was unable to attend.

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports. Upon review they were received for filing
- Correspondence:
 - Board Letter: The secretary read a note from Thompson stating due to new roles at her work she will be unable to fulfill her term on the board.
ACTION: M(Schnell)S(Hill)P: to regrettably accept the resignation. Thompson was a valuable resource and contributed much to the board during her terms. She will be missed.
 - The board voted on an appointment to fill the now vacant term of Thompson.
 - **M(Schnell)S(Bagley)P: to approve the appointment of Emily Ptacek to fulfill the term vacated by Thompson.**
 - Tax refund – not the Federal government

➤ **Treasurer's report:** See above.

- Hometown Housing dollars– The city will be used as a pass through. They were given the check and will turn over to OEI when able to release.

NEED VOTES ON THESE

- HOSA Students: **M(Hill)S(Schnell)P: to grant \$300 per student for the eight HOSA students attending the National Competition. Funds from the Charitable Gaming Account. (\$2400.00)**
- Casey Cofell Duct Cleaning: M(Hill)S(Bagely) to offer a \$6000 CD Secured Loan at the financial institution of his choice and also offer a 2% buydown on the interest. MOTION WITHDRAWN
- **M(Hill)S(Schnell)P: to offer a \$6000 CD secured loan at the financial institution of his choice and grant \$500 up front to assist with the interest on the loan.**

- Corner C-Store: BUMP: **M(Schnell)S(Maier)P: to approve the BUMP request from Corner C-Store.**
- Other

➤ **Gaming**

- Lots of dealings with the Attorney General's office - getting questions answered – getting all things reported correctly and corrected..... Learning
- **NOTE: going forward if we could require any request for gaming funds to be made on the Attorney Generals application form. It would greatly assist when answering questions concerning reporting to the AG's office.**
- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – have not received a check. The secretary will continue to call.
- Gaming
 - Work will commence once duties and job descriptions are established, however, the first order is working to get all paperwork correct and on track.
- Gaming Application Request Funds:
 - See above.

➤ **Business item**

- Industrial Park Land Purchase
 - Harris Manufacturing Company is looking to purchase land in the Industrial Park. The land they would like to purchase is Lot 6.. OEI is in an option to purchase agreement in place with Otter Tail Power on south three acres of lot 6.
- Tiny Tornadoes updates: None currently
- Chamber updates: Working on Irrigation Days and beautification of Main Street Park
- Other

➤ **Economic Development Directors Report: Undem:**

- Report:
 - Economic Development report

➤ **Were these things voted upon?**

- **HOSA Students**
- **Casey Cofell: Duct Cleaning**
- **Amanda Nash: Corner C-Store**
- **Other**

➤ **Ongoing business to discuss if necessary.**

- Fine Tuning on the BUMP Application and rules: tabled
- Parking lot on hold

For the good of the order

- **Next meeting: June 8, 2023**
- **Parking lot on hold for a few months**
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There being no further business the meeting adjourned at 8:27am.

Respectfully reported,
 Audrey O'Brien, Secretary
 Oakes Enhancement, Inc. PO Box 365, Oakes, ND 58474

May 2023 ED Report from Growing Small Towns

Existing Businesses/Organizations Supported:

1. Casey Cofell; applying today
2. Corner C Store; applying today
3. TJ Roney is planning to move back to the area
4. Bill Weisphenning - his building (both commercial leased space and apartment above)
5. Tayler Wolff - looking for a new space for her boutique prefer leasing a space as to building

New Business Development:

1. Gevo - no updates
2. Dr. Rath's - reached out again to start discussing marketing/messaging to the community: Communication has been slow. Undem continues to reach out. She is just finishing school coursework.

Opportunities:

1. Main Street apartment renovation project

2023 Key Priority - Housing:

1. HTH: Currently have 38 responses to the surveys and hoping for 100 – Undem would like to see 200 responses. With the responses what will be determined is the type of housing required to take care of current and future employment. Housing that would fit the needs of the community now and going forward.
2. Harris Machine expansion
 - a. May indicate the difficulty we'd have trying to recruit a larger employer to Oakes; our priority will continue to be housing AND quality of life initiatives—our ability to attract people here will matter more than anything over the next decade.

Other Activity

Local:

- Lindsey Novak (Mandan) is in negotiations for the position at the NDSU Research site; we'll get a new family of 5 in Oakes!
- Community Puzzle project - on display at GST during Chamber hours
- The Rural Mastermind program kicked off April 18
- Main Street Park fundraising is going wonderfully!

Regional:

- Lisbon - collaborating on a Mother's Day event

State:

- 1 ● ND Commerce Department Tourism and Travel Conference May 15-17 in Bismarck



Oakes Enhancement, Inc.

PO Box 365

Oakes, ND 58474-0365

Oakes Enhancement, Inc, Board of Directors

Date: June 8, 2023

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Ptacek, Forward, Schnell, Bagley

Directors Absent: Maier

Advisory/employee: Hoff

Guests: Carol Oster, FCCLA Students (Miller and Mugglie), Kausha Magill, Tiffany Larson

Visitors: Kausha Magill,

President Jeff Forward called the June 8, 2023, meeting of the Oakes Enhancement, Inc. (OEI) Board of Directors to order at 7:00am. The meeting was held at the Oakes Community Center Meeting Suite with seven directors, four guests and one visitor present.

➤ **Guest: Taken in no particular order**

- **FCCLA presentation** (page: 14)
 - Miller and Muggli explained their trip to Nationals in Colorado. There are six students who are able to compete at the National level. Voting on their request for funds took place later in the meeting
- **Tiffany Larson = purchasing Dr. Rath's business**
 - Tiffany was on hand to explain her school process – and is now waiting for her state board scores to arrive. She will be working to open in the fall once all other paperwork is in order she will need to get insurance company compliance. She has purchased a house. Intends to do all the satellite clinics in the Rath network and work out scheduling kinks as she goes along.
 - Voting for support for this business adventure took place later in the meeting.
- **Carol Oster**
 - Carol is the gaming manager and stated all things are running smoothly. Paperwork is slowly coming into compliance and getting more proficient at filling it out and filing.
 - Lori Hoffman is working out great and filling in all the paperwork involved with making the deposits.
 - Hoffman would like to have additions to her cash bags in order to buy back vouchers from the bar without making deposits every two to three days.
 - Oster thought an additional \$2000 would greatly help.
 - The board would like some paper stating how many OEI Loan dollars are in place at the Last Shot.
 - Perhaps an exhibit A to the rental agreement. We need to have an amount on paper stating how much the "loan" is for. Currently \$8000 is the dollar amount ascribed to voucher payment at The Last Shot – they are responsible for these "Loan" dollars used to have to pay out vouchers and \$2000 for Hoffman to buy back the vouchers if not enough money in the machines.
 - **M(Schnell)S(Hill)P: to increase the dollars used to buy back vouchers from the Last Shot. Hoffman has charge of these dollars. The \$2000 increase would mean she is responsible for \$4000. \$2000 for each machine manufacturer – and OEI has Pilot and Grover games.**
- Magill was representing Bear Creek Roughriders and delivered 6 tickets to the rodeo. As the Chamber Manager stated it is Irrigation Days weekend.

➤ **Secretary's Report:**

- Any comments on Secretary (pages: 3-4-5) /Treasurer's reports (pages 6-11)
 - **M(Schnell)S(Bagley)P: to accept the Secretary and Treasurer's reports a printed.**
- Correspondence:
 - Thank you from the Archery Club (page 12)

➤ **Treasurer's report:** See above.

- Hometown Housing dollars– The city will be used as a pass through: Check received and deposited from OtterTail Power: \$10,000
- **NEEDs a vote**
 - Corner C-Store: BUMP – release funds – receipts received (Page 13)
 - **M(Peterson)S(Schnell)P: to release funds for the BUMP exterior for Corner C-Store**
 - The amount is \$5000. Following the meeting the check has been delivered

➤ **Gaming**

- Bill of Sale for Mr. Ed's for the gaming machines - \$1500 each for three machines to total \$4500 – Transaction completed – check received and deposited
- Note Gaming profit and loss from treasurer's report (No included as there are glitches in the report. Supplies are not being listed properly.) The secretary will check with Sheila at Ptacek Financial and get the situation back on track.
- Gaming
 - Continue to work on defining duties and job descriptions – but first work to get all paperwork correct and on track -- which is happening
- Gaming Application Request Funds:
 - FCCLA: (Page 14)
 - **M(Schnell)S(Zetocha)P: to fund the request of the FCCLA students at a rate of \$300 per student for a total of \$1800. Six students at \$300 each**
 - **M(Schnell)S(Zetocha)P: to decline all the requests listed below.**
 - Devils Lake Community College (Page 15)
 - North Dakota Association of the Blind (Page 16)
 - English Lutheran Congregation in Maxbass, ND (Pages 17-18)
 - Department of Veterans Affairs (Pages 19-20)

➤ **Business item**

- Tiffany Larson and Dr. Rath's business: John Z reporting
 - John Zetocha explained the difference in funding programs. He is working with Tiffany to get the best program in place to suit her business adventure.
 - **M(Schnell)S(Bagley)P: To offer a \$35,000 grant to Tiffany for her business start up noting that this is in lieu of an interest buydown.** It would either be a grant or interest buydown with the one working best to suit her needs. NOTE: Zetocha abstained from voting.
- Grand Theatre
 - In conversations with Jacob Bollum, he has indicated the Grand Theatre is for sale and he has a prospective buyer to continue to run it as a theatre.
- Industrial Park Land Purchase – OTTER TAIL POWER wanting to move up start date.
 - Paperwork has been received and agreed upon to allow moving up the date of starting work on the purchase of this land. Vculeks should be informed in August concerning the fact that this portion of land will be sold, and the lease will have to be updated.
 - Should talk to Harris Machine to see if they are interested in the extra land available in Lot 6 or the Oakes Industrial Park.
- Casey Cofell updates – Bruhn worked on this and will reach out to Casey
- Tiny Tornadoes updates: Peterson reporting
 - Things are going well at Tiny Tornadoes daycare. They have a fund raiser planned during Irrigation Days
- Chamber updates: Magill reporting
 - Irrigation Days is this weekend. Check the posters for a line up of events.
- Other

➤ **Economic Development Directors Report: Undem:** Undem was unable to attend at this time

- Report: (page: 21-22)
 - Economic Development report

- **Were these things voted upon---- all were voted upon during the meeting.**
 - Corner C-Store: BUMP – release funds – receipts received – see above action
 - FCCLA (See Gaming Requests)
 - Devils Lake Community College (see gaming requests)
 - ND Association of the Blind (see gaming requests)
 - English Lutheran Congregation in Maxbass, ND
 - Department of Veterans Affairs
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- **Ongoing business to discuss if necessary.**
 - Fine Tuning on the BUMP Application and rules: tabled
 - Parking lot on hold

For the good of the order

- **Next meeting: July 13, 2023**
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There being no further business the meeting adjourned at 8:10am.

Respectfully reported,

Audrey O'Brien, Secretary
Oakes Enhancement, Inc.
PO Box 365
Oakes, ND 58474