May 18, 2017			**Attendance:** Rocky Sieler, Kent Bargfrede, Arlene Vee, Wayne Walter, Denny Froderman, Brandon Finck, Tim Olson **Staff:** Sue Pirsig, Jennifer Bromeland		
Motions and Actions Log					
EDA Board meeting					
Motion or Action	**First & Second**	**Motion**	**Vote**	**Action Start Date & Person Responsible**	**Date Action to be Completed**
Consent Agenda	Kent, Denny	Approve 4/13/2017 minutes	Unanimous approval		
Review real estate agents' activity in EDA owned sub-divisions. One lot in SSV Phase 2 has a pending sale. Potential buyer has 60 days to secure financing before their down payment becomes non-refundable.				Sue will monitor 60 day period	End of 60 day period is 7/11/2017
Consider hiring ISG to mark the corners of each unsold lot in SSV Phase 2 to make it easier for potential buyers to visualize the lot they are intererested in. Staff was asked to send the current purchase agreement to the EDA members for their review before changes are made.	Kent, Arlene	Approved paying up to $700 to ISG to paint the approximate front corners of each lot and Outlot A in SSV Phase 2. Include language in the purchase agreement to indicate the markings are not to be relied on and that it is up to the purchaser of the lot to verifiy the lot boundaries at their expense. Paint will be refreshed each spring for unsold lots by City crew. Staff was asked to have legal review the document, especially this new portion.	Unanimous approval		
Consider selling Lot 3, Westridge Fifth Addition to Mark Temple for $5,000 so he can build a "shouse" on it and connect that parcel to land he owns to the east.	Kent, Brandon	Approved selling Lot 3 of Westridge Fifth Addition to Mark Temple for $5,000 on which he is to build a garage with living quarters within a one year period, securing a certificate of occupancy from the City building official per code before it is occupied.	Unanimous approval		

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Notify Mark Temple and prepare for sale. Let him know when closing will be held.				5/18/2017 called Mark. Prepare PA and have Brad prepare Warranty deed. Get income limits from Shannon.	Sue & Brad
Prepare letter inviting people to June 15th meeting regarding active living condos concept, 6:30 p.m. Also advertise it on FB.				June 1, send out letter. Get questions Rick & Scott would have before the meeting to prepare. Add notices to City FB page & Channel 24.	June 15 meeting, 6:30 p.m. in City Council Chambers
Consider $5,000 owner fix-up loan to Pete & Traci Wieneke's for new furnace/AC & water heater	Brandon, Arlene	Approved making a loan of $5,000, as recommended by UCAP staff to Pete & Traci Wieneke of 717 Sherman Street at 4% interest for 5 years. UCAP staff will prepare loan docs & amort schedule.	Unanimous approval	Rocky sign approval form. Scan and send to Jeff Buesing at UCAP.	5/22/2017