



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc,

Date: January 13, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Hill, Zetocha, Peterson, Thompson, Bruhn

Directors Absent: Schnell, Forward

Advisory: Hoff, Udem, N O'Brien

Guests: Visto (unable to attend)

President Matt Hill called the January 13, 2022, 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 five directors, three advisory and no guests present. Anthony Bruhn, the newly elected President of the Oakes Area Chamber of Commerce was welcomed. Anthony will be representing the Chamber at the OEI Board Meetings. We look forward to his service. With no guests, the meeting began with the agenda below.

Guests

➤

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports sent via email (pages 3-10)
- By common consensus, the reports were received for filing.
- Updates from BagLady Construction
- Continues to be interested but outside concerns have put things on hold
- Electronic Voting:
- None this month
- Correspondence:
- Membership in GAND: Gambling Association of ND (Pages 20-21) (See below)
- Christmas Card from the DECA students: the card was passed around
- Thank you from Active Arts Club, Inc.: the letter was passed around
- Dakota Resources subscription (Pages 22-25)
- The voting for this issue took place later in the meeting with the following results:  
**MM(Thompson)S(Zetocha)P: to renew Dakota Resources subscription for the upcoming year.**

➤ **Treasurer's Report:**

- Voting on GAND membership
- The feeling of the board was to pass on membership
- Update on Chris Schmit: agreements signed, and the funds released.
- Rent/lease with Dickey County Social Services
- It was agreed to stay at the same monthly rent/lease as in the past. \$100 per month

➤ **Gaming**

- Report: emailed (Pages 11-13)
- Insurance: any updates on how cash banks are managed with other gaming operations
- No updates at this time. Bruhn continues to seek information.
- Request for Funds: None at this time

➤ **Business items**

- Udem gave her report at this time – see notes at the end of the minutes
- Economic Development Director Contract

- After discussion, noting the OEI board needs to prioritize their projects for the Economic Development Director if there is something they feel very strongly about
- **MM(Zetocha)S(Thompson)P: to renew the contract with Growing Small Towns at \$25,000 annually.**
- Financing discussion concerning Oakes Fire Department (Pages 14-19): on hold
- Housing Development: No current updates
- Property Inventory: Listing has been posted
- Status of web site: Udem and Magill are reviewing and making changes to the preview
- Tiny Tornadoes updates: going well
- Chamber updates: they have installed their new board members and had their annual meeting.
- Annual Meeting: Bylaws – Set for March 10, 2022
- **MM(Thompson)S(Zetocha)P: to pay registration fee for the Main Street Summit. \$125.00**

➤ **Business Item**

- Zetocha reporting
- Harris Machine is working with Starion on a Flex Pace interest buydown. Figures are not yet finalized. A rough estimate of the local buydown would be \$24,000. Once the figures are finalized with the Bank of North Dakota, it was agreed electronic voting would be acceptable.

➤ **Ongoing business to discuss if necessary**

- CD at Starion – Status as part of AHR Construction CD Secured Loan: progress is being made
- 

➤ **For the good of the order**

- Board meeting: February 10, 2022
- Annual Meeting: March 10, 2022

There being no further business the meeting adjourned at 8:05am.

Respectfully reported,

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

**Items to keep in mind.**

- DaVita Building
- Bakery
- Hollingsworth
- Rath Business
- Parking Lot behind Beaver
- Former City Hall Building

Udem report: Meeting discussion notes on some of the points

**Under existing business:**

Udem has visited with Jacob Bollum about the Theatre and equipment

**Under Business Development:**

Gevo: Making progress on preferred site  
Donna's Diner: there are parties interested in purchasing the business  
Butcher Block: there are parties interested in purchasing the business  
Winery: Looking at starting a winery. This will take many years to establish

**Under Opportunities**

Oakes Enhancement, Inc.

Web Minutes 2022

Bakery: Udem continues working to market the business

Dr. Rath: Udem has had conversations with Dorothea Rath and work continues – Udem is very respectful of the Rath family involvement in moving forward with finding someone

OEI Board members voiced concern about a timeline as the longer the wait – the harder it will be to re-establish the business

Shopko: The investors are interested in re-designing the business to fit needs of potential buyers/lessors

Renewable Energy: A conversation took place recently with a company from Huron, SD

**Under Local:**

Community Development Summit: Rescheduled for January 26, 2022

DMAND: membership - \$75 - was not voted on

Billboards on major highways: Udem will price them out

Soil Conversation – James River Soil Conversation District – land purchased and will remain local

Digital Signs: The school will maintain. Collaborating with DOT on the legality of the sign due to its location on School property which is also a highway.



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc. (OEI)

Date: February 10, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Advisory Present: Hoff, Udem, N O'Brien

Guests: Magill

Visitors: No visitors

President Matt Hill called the February 10, 2022, meeting of the OEI Board of Directors to order at 7:04 am. The meeting was held at the Oakes Community Center Meeting Suite with all board members, all advisory members present along with one guest.

Guests

➤ **Guest:**

- Magill was welcomed to the meeting and would present later
- 

➤ **Economic Development Directors Report: Udem**

- Reference Report
- Proposal (pages 6-7)

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports sent via email (pages 3-5)
- Points in the Treasurer's report were clarified.
- Schnell spoke for common consensus to receive and file the secretary and treasurer reports
- Electronic Voting: None this month
- Correspondence: No action required

➤ **Treasurer's Report:**

- Report included with agenda documents (pages 9-15)
- Tax return documents have been turned in to Ptacek

➤ **Gaming**

- Report: was distributed to Board Members
- Cash Banks model from Hole-in-One – see sample contract for Cash Bank Loan (page 8)
- **M(Zetocha)S(Bruhn)P: to present a proposal to The Last Shot to create a Cash Bank Loan where the Last Shot would take responsibility for those funds. OEI would want them to be properly insured to cover events such as theft, catastrophic disaster, or other situations where the cash was compromised. Requesting Paradis Law office to draft a proposal.**
- Request for Funds: None at this time
- Gaming review has been taken care of. There was a \$120 error in one game and was reported to Waldner the gaming manager.

➤ **Bruhn left the meeting**

➤ **Business items**

- Harris Machine interest buydown: Zetocha
- Zetocha distributed forms outlining the interest buydown and the community portion.
- **M(Schnell)S(Thompson)P: to participate in the interest buydown with the Bank of North Dakota for Harris Machine. The terms are for 7 years with annual payments and the payment schedule can be reviewed annually if a shorter-term period is favorable. OEI part would be just over \$37,000.**
- Financing discussion concerning Oakes Fire Department (on hold)
- Look up all the papers on this project.

- Housing Development
- Discussion on the Lincoln Oakes Nursery property. It appears this will remain conservation land.
- Discussion also included who is the driving force behind housing development. OEI, CITY, PRIVATE PARTIES? Seems like there needs to be a combined effort.
- Property Inventory
- This has been posted and updated
- Status of web site
- Getting closer to completing
- Tiny Tornadoes updates
- All is going well – fund raiser planned
- Chamber updates: Magill
- Phone cards completed, Irrigation Days planning going on, All School Reunion, Looking for Parade Marshalls (oldest living parade marshal is an idea), Lunch & Learns continue
- Request from Quandt
- Magill played the ad showcasing the community of Oakes
- Voted upon earlier in the meeting with these results:
- **M(Zetocha)S(Schnell)P: to donate \$1500 for advertising showcasing the community. Funds from the Charitable Gaming Account.**
- Annual Meeting: Set for March 10, 2022
- **Ongoing business to discuss if necessary**
  - CD at Starion – Status as part of AHR Construction CD Secured Loan
  - Checking into a new check or redating the old check as this project is moving forward.
  -
- **For the good of the order**
  - Annual Meeting: March 10, 2022
  - Breakfast at board meetings: It was agreed – breakfast will continue.

There being no further business the meeting adjourned at 8:14 am

Respectfully reported,

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

- Items to keep in mind.**
- DaVita Building
  - Bakery
  - Rath Business
  - Parking Lot behind Beaver
  - Former City Hall Building

## February ED Report from Growing Small Towns

### Existing Businesses Supported:

1. Visto's – BUMP: unavailable for the meeting

### New Business Development:

1. Gevo - no updates
2. Donna's Diner - going to bank, will likely apply for support in March
3. Butcher Block - shared some federal programs, but no updates
4. Winery - no updates, but still in pursuit
5. Huron, SD Energy Center - meeting with him soon to better understand his pitch - will send invite to board once set

### Opportunities:

1. Bakery - met with a potential NDSCS student - Steve D. still out and unavailable
2. Dr. Rath - no update; have not met with Dorothea separately
3. ShopKo - met with Dakota REIT and passed the info along to an interested party

### Training Offered:

1. Job Service Lunch n' Learn on Wednesday, January 19
2. Working with NDSU Extension and TrainND for the other upcoming sessions

### Other:

#### Grants:

- Did not submit MSI Partners In Planning grant: couldn't get support from the City
- May apply for AARP Livable Communities and MSI Community Vibrancy grant to develop greenspace on Main Street

#### Local:

- Community Development Summit Reschedule
  - January 26 from 6 - 8 at GST
- Good turnout and interesting discussion
- Community Connection Column - ongoing
- Oakes Job Fair - February 16 at Oakes Community Center
- Website update: in the final stages; all inventory will be submitted by owners, so we'll send that link as soon as it's built
- Billboards (see proposal)



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc. (OEI)  
2022 Annual Meeting  
Thursday, March 10, 2022  
7:00am  
Oakes Community Center Meeting Suite

President Matt Hill called the 2022 annual meeting of Oakes Enhancement, Inc. to order at 7am. The meeting was held at the Oakes Community Center Meeting Suite with eleven present.

- Visitors and board members were welcomed and thanked for attending.
- Toni Ptacek of Ptacek Financial Services covered the 2021 financial report fielding questions.
- Election of Board Members
- 2021 Board Members: President Matt Hill – moved to this position on the death of Art Conklin  
Vice President: Vacant  
Treasurer: John Zetocha  
Board Members:  
Alison Peterson  
Becki Thompson  
Gary Schnell  
Jeff Forward  
Jessica Quandt (Chamber Representative)  
Advisory: Mayor N. O'Brien, Zasha Johnson, Toni Ptacek, Jeff Hoff  
Economic Development Director: Growing Small Towns

Voting for board positions: Those positions up: Matt Hill and John Zetocha

- Hill and Zetocha offered to be on the ballot again, other nominees were asked but were not ready to serve at this time.
- **M(Thompson)S(Forward)P: to cast a unanimous ballot electing Hill and Zetocha.**
- Checks ready for the Oakes Park & Rec: Swimming Pool
- Following standing rules: \$100 per month for the swimming pool (\$1200) as long as OEI is involved in gaming and \$50 for each \$1000 of net profit for the gaming year (\$4,890).
- Presidential comments
- Hill welcomed Anthony Bruhn as the new Oakes Area Chamber of Commerce representative on the board
- Financial: businesses financially assisted covered by PFS
- Web site: work is nearing completion on the updated Oakes website.
- Hill noted that OEI has given away over half a million dollars through charitable gaming and the BUMP program has granted over \$90,000 since its inception.

With no further business the meeting adjourned at 7:15am.

Respectfully reported, Audrey O'Brien, Secretary, Oakes Enhancement, Inc.



Oakes Enhancement, Inc,

Date: March 10, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance: Directors Present: Hill, Zetocha, Peterson, Thompson, Bruhn, Forward,

Directors Absent: Schnell

Advisory Present: Hoff, Udem

Advisors Absent: Mayor O'Brien

Guests: No guests

Visitors: One visitor

President Matt Hill called the March 10, 2022, OEI Board meeting to order at 7:15am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, two advisory, and one visitor present  
Guests

➤ **Guest:**

- None at this time
- 

➤ **Economic Development Directors Report: Udem**

- See report

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports sent via email (pages 4-5) Accepted
- Correspondence: Letter from Cindy Bagley (page 6)
- Also, a thank you from the boys' and girls' basketball team for supporting their programs

➤ **Treasurer's Report:**

- Report included with agenda documents (pages 7-11) Accepted
- Tax return completed

➤ **Gaming**

- Report: (pages 12-14) One question on the report. Waldner will be asked to explain
- Cash Banks model from Hole-in-One – continue work on this with insurance and Paradis Law
- Request for Funds: None at this time

➤ **Business items**

- Harris Machine interest buydown: Zetocha: completed
- Financing discussion concerning Oakes Fire Department (on hold)
- Research being done on action from previous meetings.
- Housing Development: DART program as referenced by Economic Development Director
- Property Inventory: if you know of property to ad, please let Growing Small Towns Know
- Status of web site: Should go live on April 1 --
- Tiny Tornadoes updates - Peterson: No updates at this time
- Chamber updates: Bruhn: working to finalize plans for Irrigation Days – 50<sup>th</sup> and an all-school reunion year. Wanting to plan events for all age groups—infants to seniors

➤ **Ongoing business to discuss if necessary**

- CD at Starion – Status as part of AHR Construction CD Secured Loan: completed
- 

➤

➤ **Agenda add if time permits: BUMP for KDDR**

KDDR submitted an additional BUMP request for the outside entry into the building.



By common consensus it was agreed to have KDDR put their two projects together since the Window project has not been completed – due to timing of products and weather. This will be communicated to KDDR officials.

➤ **For the good of the order**

- Election of Officers to be held at a special meeting following this meeting
- Next meeting: Thursday, April 14, 2022

With no further business the meeting adjourned at 7:55am.

Respectfully reported,

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

**Items to keep in mind.**

- DaVita Building
- Bakery
- Rath Business
- Parking Lot behind Beaver
- Former City Hall Building

## **April ED Report from Growing Small Towns**

### **Existing Businesses Supported:**

1. Kelly and Sara - requesting funding support soon
2. Chris Schmit - set up with WBC for advising on next steps
3. The Theatre - texted him about the roof and how we can help him - researching grants

**Udem is working with Mr. Bollum**

### **New Business Development:**

1. Gevo - Dennis Roney is out; they are almost back to square 1 with land procurement
2. Winery - no updates, but still in pursuit
3. The Electric Store with Jim Schaeffer from Huron, SD - Set date for April 19 at 6:30 pm
4. Dr. Rath - talked to doc from Chicago

**Many conversations taking place.**

### **Opportunities:**

1. Bakery - met with a potential NDSCS student - graduates in May

**Trying hard to make things work for this student -**

### **Training Offered:**

1. Generational Diversity with NDSU Extension on March 16 - had 15 in attendance
2. Customer Service with NDSU Extension on April 20 - only have 3 enrolled so far

### **Other:**

Local:

- Hired a 20-hour/week marketing/communications person from NDSCS - if goes well, the plan is to relocate her here in January of 2023!
- The new website is now live!
- NDSCS will be working on focus groups related to city beautification –

**Volunteers from OEI for the task force: Thompson and Forward: April 27, 5:30pm**

- Hosted Heath Johnson from DART group in Aberdeen - had 12 people in attendance and many watched the livestream
- Supporting Oakes Fire + Rescue with fundraising plan - connected them to Patricky Kirby, owner of Do Good Better Consulting in Fargo to develop a specific fundraising plan

Additional:

**OtterTail Power is interested in lots in the industrial park. O'Brien will speak with the assessor to determine land value.**

**Dakota Resources Meeting: June 7-8.**

**Financial Summit being planned for the summer.**



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc,

Date: April 14, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Directors Present: Zetocha, Thompson, Bruhn, Forward, Schnell

Directors Absent: Hill, Peterson

Advisory: Udem, N O'Brien

Advisory: Hoff unable to attend

Guests: DECA Students, Dalton Scheuring, Doug Sitzler

Visitors: No visitors

Vice President Becki Thompson called the April 14, 2022, meeting of the OEI Board of Directors to order at 7am. The meeting was held at the Oakes Community Center with five directors, two advisory, and nine guests present.

Guests

➤ **Guest:**

- **DECA** Students: Page 17
- See voting later in the meeting
- **Jacobsen's**: Unable to attend at this point
- **Dalton Scheuring**:
- Dalton is in the process of purchasing Great Frontier Meats. He is looking for startup assistance and future interest buydown. To be consistent with the past – Udem will assist him with filling out the proper request forms.
- **Doug Sitzler**
- Sitzler was on hand to explain the funding for the proposed new Oakes Fire Department building. Action took place later in the meeting.

➤ **Economic Development Directors Report: Udem: Page: 2**

- See report: Notes on report
- **M(Bruhn)S(Forward)P: to fund the cost of the Dakota Resources Conference for the economic development director taking place June 7-8, 2022 . Approximate cost is \$260.**

➤ **Secretary's Report: Pages: 3-6**

- Any comments\_on Secretary/Treasurer's reports
- Following comments and explanations – the Secretary and Treasurer's reports were received for filing

➤ **Treasurer's Report: Pages: 7-13**

- Report included with agenda documents: see above action
- The Board would like a month-by-month report on gaming income.

➤ **Gaming**

- Report: **Pages14-16**
- Cash Banks model from Hole-in-One – continue work on this – hang up on insurance questions
- Request for Funds:
  - DECA Students: **M(Forward)S(Schnell)P to grant \$300 per student for each student attending (6) with funds from the Charitable Gaming Account.**
  - Bear Creek Roughriders: **M(Forward)S(Schnell) to grant Bear Creek Roughriders \$500 with funds from the Charitable Gaming Account.**
  - Lake Region Community College: **Died for lack of a motion**
  - Additional Funding Requests
  - Dickey County Fair: **M(Schnell)S(Zetocha)P: to grant \$500 to the Dickey County Fair with funds from the Charitable Gaming Account.**

- FCCLA Students from the VoTech: **M(Forward)S(Schnell)P to grant \$300 per student (2) with funds from the Charitable Gaming Account.**

➤ **Business items**

- Financing discussion concerning Oakes Fire Department: time frame and amount: **Pages 20, 21**
- **Following discussion action taken:**
- **M(Schnell)S(Bruhn)P: to grant to the Oakes Fire Department for the building of a new Fire Station with funding from the Charitable Gaming Account. Funding would follow a three year time commitment: \$50,000 - May 2022, \$50,000- May 2023 and \$25,000 – May 2024.**
- With OEI retaining ownership of the Parking Lot behind the Angry Beaver – insurance has to be in place and if it is used by others – they should show proof of Event Insurance.
- Digital Signage: A meeting is being planned.
- Housing Development: DART meeting – with Undem report
- Property Inventory: Remove from agenda as this listing is on the web site
- Status of web site: It is live
- Tiny Tornadoes: No current updates at this time
- Chamber updates: Irrigation Days are being finalized.

➤ **Ongoing business to discuss if necessary**

- FYI: Combined BUMP application for KDDR - no action needed: **Pages 23-26**
- 

➤ **For the good of the order**

- Next meeting: Thursday, May 12, 2022

**Items to keep in mind.**

- DaVita Building
- Bakery
- Rath Business
- Parking Lot behind Beaver
- Former City Hall Building

There being no further business the meeting adjourned at 8:17am

Respectfully Reported,

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



Oakes Enhancement, Inc,

Date: May 12, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Absent:

Advisory: Hoff, Udem, N O'Brien

Guests: Jacobson's, HOSA students(3 students and advisor), Scheuring

Visitors: Kausha Magill

President Matt Hill called the May 12, 2022, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7am. The meeting was held in the Oakes Community Center Meeting suite with seven directors, three advisory, seven guests and one visitor present. President Hill called upon the guests to present.

#### Guests

##### ➤ **Guest:**

- HOSA students: 7 qualified to attend the National Convention – voting on request below
- Jacobson's (Sister's Kitchen): In the process of purchasing Donna's Diner
- Scheuring (The Butcher Shop): Recently purchased Great Frontier Meats

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

- See report

##### ➤ **Secretary's Report:**

- Secretary/Treasurer's reports: received for filing by common consensus
- Correspondence: Thank you from Andrew Visto – shared via email to BOD members
- Affidavit of Service: Patrick Dean Wiek – Lien on property as he owes money to OEI
- 

##### ➤ **Treasurer's Report:**

- Report included with agenda documents
- Gaming P & L for 2021 and also January through April of 2022
- CD at FCCU: **M(Forward)S(Schnell)P: to invest at the 7-month special at .25%**
- Voting below on proposals/requests: Hometown Collective, Scheuring, Jacobson

##### ➤ **Gaming**

- Report: Received for filing
- Cash Banks model from Hole-in-One – continue work on this – hang up on insurance questions
- Hill will visit with Paradis Law to see if a concise/easy to understand agreement can be written concerning the cash banks at The Last Shot Bar and Grill
- Request for Funds:
- See below

##### ➤ **Voting on funding proposals/requests**

- HOSA Students: Requested amount \$10,213.00 (cost per student \$1,459.00 – with seven students qualifying) (Funded amount: \$2,100.00) **M(Thompson)S( Schnell) P: to fund at \$300 per student to remain consistent with current OEI Policy.**
- Growing Small Towns Digital Signage: Requested amount \$10,000.00 Funded Amount(\_\_\_\_\_)
- This issue was tabled as the school board would need to sign off on this since the sign would be owned and maintained (which would be a budget matter) by the school

- Homegrown Collective Interest buydown: Growing Small Towns: \$27,093.49 Following discussion and clarification on the fact this is not considered a refinancing issue. **M(Schnell)S(Forward)P: to participate in the interest buydown for Hometown Collective.**
  - Dalton Scheuring: Butcher Shop: Requested amount \$30,000.00: Funded Amount(\$10,000.00) **M(Forward)S(Thompson)P: to grant this project \$10,000.00 keeping in mind an upcoming interest buydown.**
  - Jacobson's: Donna's Diner: Requested amount \$10,000.00 Funded Amount(\$10,000.00) **M(Thompson)S(Bruhn)P: To grant \$10,000.00 to Sisters Kitchen contingent upon finalizing the purchase of the business with grant funds made available at the closing of the purchase.**
- **Business item**
- Tiny Tornadoes updates: At 80% capacity. Receiving grants for flooring, planning raffle to purchase new equipment. They are moving forward.
  - Chamber updates Kausha Magill: focus is on Irrigation Days and the refreshed, up, and running Web Site.
  - Industrial Park Land: Secretary: Since OEI does not pay taxes on the land it is not valued out. Must consider what others in the Industrial Park paid. Seems like \$10,000 to \$15,000 per acre is a going rate in that area.
- **Ongoing business to discuss if necessary**
- - **For the good of the order**
    - Photo op for the Fire Department Donation at a later date
    - Next meeting: Thursday, June 9, 2022,

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

There being no further business, the meeting adjourned at 8:43 am.

Respectfully reported,

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

## May ED Report from Growing Small Towns

### Existing Businesses Supported:

1. Kelly and Sara - requesting today
2. Dalton - requesting fully today
3. Chris Schmit
  - a. SBDC, attorney, and architect
4. The Theatre - researched several additional grants
5. Tayler Wolff - connected her to a funding option she maybe didn't know

### New Business Development:

1. Gevo - update included: Set up meeting with OEI Board, advisory and GEVO
2. Winery - spent several hours with the proprietor discussing funding/granting options
3. The Electric Store with Jim Schaeffer from Huron, SD - Set date for April 19 at 6:30 pm
4. Dr. Rath - continue regular conversations with Ryan in Chicago; meeting with student this week with Dorothea; have been in contact with Jeff Strand

### Opportunities:

1. Bakery - reached out to former Oakes grad; she's interested but would need a lot of support for starting a business; I'm working with Steve to develop a plan that might work

### Training Offered:

1. SBDC Shop ND site - May 18

### Other:

Local:

- Housing update - packet included - hoping to take a regional approach: Secretary will send information on past housing surveys.
- Community beautification - ongoing
- Working on Regional Workforce Impact Program funding - Region 6 got just over \$1 million - taking active role for our area
- Applied for \$100k community beautification grant with Kubota to develop park on Main - worked with Phil Homan, Active Arts, The Chamber, and SRCTC (Austin)



Oakes Enhancement, Inc,

Date: June 9, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Director Absent: Forward

Advisory Present: Hoff, Udem, N O'Brien

Guests: Cooper Quandt, Brian Dethlefsen, Nicole, and Elle Cline

Visitors:

President Matt Hill called the June 9, 2022, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7am. The meeting was held in the Oakes Community Center Meeting suite with six directors, three advisory, four guests present. President Hill called upon the guests.

Guests

➤ **Guest:**

- Cooper Quandt: Cooper presented his Eagle Scout project of Downtown banner and flowerpots.
- Brian Dethlefsen: Dethlefsen was present to request a BUMP for roof repairs
- Nicole and Elle Cline presented two BUMP proposals concerning the Back to Health Wellness Center.

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

- See report

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports: Common consensus to receive and file
- Correspondence:
  - Secretary of State: Annual Report/Registered Agent for Oakes Development Corporation
    - Handled by the secretary
  - Economy Propane Summer Fill Proposal:
    - Common Consensus to sign up for the summer fill program through Economy Propane as relates to the former City Hall building
  - Lowry & Associates: Insurance audit:
    - The secretary will send in the necessary paperwork

➤ **Treasurer's Report:**

- Report included with agenda documents
  - Received refund checks from the Bank of North Dakota concerning: Great Frontier Meats and Gabriel's Better Half
- Voting below on proposals/requests

➤ **Gaming**

- Report: included with agenda
- Cash Banks model from Hole-in-One
  - Hill will speak with Paradis Law and draw up an on-demand loan document.
- Request for Funds:
  - See below

➤ **Voting on funding proposals/requests**

- Cooper Quandt: Eagle Scout Project



**M(Bruhn)S(Schnell)P: to donate \$2000 to this project with funds from the Charitable Trust Account made out to the Oakes Area Chamber of Commerce**

- BUMP: Brian Dethlefsen
    - **M(Schnell)S(Peterson)P: to participate in this BUMP proposal once all invoices have been submitted and project completed.**
  - Nicole Cline: Wellness Center/Back to Health
    - **M(Thompson)S(Schnell)P: to fund the exterior project once invoices have been procured.**
  - Regional Workforce Impact Program: (this item is from the Development Directors report)
    - **M(Thompson)S(Bruhn)P: to pass on this project.** Udem was thanked for all her diligent work on this project proposal
- **Business item**
- Tiny Tornadoes updates: All is going well. Raffle this weekend.
  - Chamber updates: Irrigation Days Weekend: Busy weekend with all school reunion
  - Industrial Park Land: Zasha found a purchase agreement for Lots: 1.5.6.7 -- Dated: 09/03/1998
- **Ongoing business to discuss if necessary**
- Continue to seek out land for RV parking
- **For the good of the order**
- Photo op for the Fire Department Donation at a later date
  - Next meeting: Thursday, July 14, 2022,

There being no further business, the meeting adjourned at 8:33 am.

Respectfully reported,

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

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



## June ED Report from Growing Small Towns

### Existing Businesses Supported:

1. BK Flowers - Brooke Kapfer
2. 502 Flair - will apply for BUMP: Problems with the west wall bowing out

### New Business Development:

1. Gevo - nothing new to report
  - a. Waiting on GEVO to select a date for a roundtable meeting with OEI Board members and OtterTail Power representatives
2. Dr. Rath's practice:
  - a. Met with Tiffany and her father with Dorothea and Jeff Strand to discuss
3. Haley Moen - the Winery: This is happening
  - i. Update on land
4. Potential party interested in starting a small engine repair business: Local person

### Opportunities:

1. Bakery - reached out to former Oakes graduate; she's interested but would need a lot of support for starting a business; I'm working with Steve to develop a plan that might work
  - a. Steve is not responding to my requests but will continue to try

### Other:

#### Local:

- Housing update - have requested the information we discussed, and they are willing to provide- will continue to work with other counties in the region: Looking for a sample report of what would be included in the final report and references from comparable size locations.
- Working on Regional Workforce Impact Program funding - request included  
**M(Thompson)S(Bruhn)P: to pass on this project. Udem was thanked for all her diligent work on this project proposal**
- Hosted Rep. Kelly Armstrong for a roundtable
- Hosted a forum for the open Dickey County Commissioner candidates (there are 11 running for 3 open positions)
- Hosted and facilitated a Healthy Community Coalition through Dickey County Public Health - focused on mental health,

### ADDITIONS

6.7 million in funds allocated for railroad improvement targeted at Oakes –

From the Aberdeen DART meeting: Udem is ready to look into a private equity group to fix downtown apartments on the south side of the 500 block of Main. Several buildings are experiencing roof issues and the apartments are there but in disrepair.



Oakes Enhancement, Inc,

Date: June 9, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Director Absent: Forward

Advisory Present: Hoff, Udem, N O'Brien

Guests: Cooper Quandt, Brian Dethlefsen, Nicole, and Elle Cline

Visitors:

President Matt Hill called the June 9, 2022, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7am. The meeting was held in the Oakes Community Center Meeting suite with six directors, three advisory, four guests present. President Hill called upon the guests.

Guests

➤ **Guest:**

- Cooper Quandt: Cooper presented his Eagle Scout project of Downtown banner and flowerpots.
- Brian Dethlefsen: Dethlefsen was present to request a BUMP for roof repairs
- Nicole and Elle Cline presented two BUMP proposals concerning the Back to Health Wellness Center.

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

- See report

➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports: Common consensus to receive and file
- Correspondence:
  - Secretary of State: Annual Report/Registered Agent for Oakes Development Corporation
    - Handled by the secretary
  - Economy Propane Summer Fill Proposal:
    - Common Consensus to sign up for the summer fill program through Economy Propane as relates to the former City Hall building
  - Lowry & Associates: Insurance audit:
    - The secretary will send in the necessary paperwork

➤ **Treasurer's Report:**

- Report included with agenda documents
  - Received refund checks from the Bank of North Dakota concerning: Great Frontier Meats and Gabriel's Better Half
- Voting below on proposals/requests

➤ **Gaming**

- Report: included with agenda
- Cash Banks model from Hole-in-One
  - Hill will speak with Paradis Law and draw up an on-demand loan document.
- Request for Funds:
  - See below

➤ **Voting on funding proposals/requests**

- Cooper Quandt: Eagle Scout Project

**M(Bruhn)S(Schnell)P: to donate \$2000 to this project with funds from the Charitable Trust Account made out to the Oakes Area Chamber of Commerce**

- BUMP: Brian Dethlefsen
    - **M(Schnell)S(Peterson)P: to participate in this BUMP proposal once all invoices have been submitted and project completed.**
  - Nicole Cline: Wellness Center/Back to Health
    - **M(Thompson)S(Schnell)P: to fund the exterior project once invoices have been procured.**
  - Regional Workforce Impact Program: (this item is from the Development Directors report)
    - **M(Thompson)S(Bruhn)P: to pass on this project.** Udem was thanked for all her diligent work on this project proposal
- **Business item**
- Tiny Tornadoes updates: All is going well. Raffle this weekend.
  - Chamber updates: Irrigation Days Weekend: Busy weekend with all school reunion
  - Industrial Park Land: Zasha found a purchase agreement for Lots: 1.5.6.7 -- Dated: 09/03/1998
- **Ongoing business to discuss if necessary**
- Continue to seek out land for RV parking
- **For the good of the order**
- Photo op for the Fire Department Donation at a later date
  - Next meeting: Thursday, July 14, 2022,

There being no further business, the meeting adjourned at 8:33 am.

Respectfully reported,

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

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



## June ED Report from Growing Small Towns

### Existing Businesses Supported:

1. BK Flowers - Brooke Kapfer
2. 502 Flair - will apply for BUMP: Problems with the west wall bowing out

### New Business Development:

2. Gevo - nothing new to report
  - a. Waiting on GEVO to select a date for a roundtable meeting with OEI Board members and OtterTail Power representatives
2. Dr. Rath's practice:
  - a. Met with Tiffany and her father with Dorothea and Jeff Strand to discuss
3. Haley Moen - the Winery: This is happening
  - i. Update on land
4. Potential party interested in starting a small engine repair business: Local person

### Opportunities:

1. Bakery - reached out to former Oakes graduate; she's interested but would need a lot of support for starting a business; I'm working with Steve to develop a plan that might work
  - a. Steve is not responding to my requests but will continue to try

### Other:

#### Local:

- Housing update - have requested the information we discussed, and they are willing to provide- will continue to work with other counties in the region: Looking for a sample report of what would be included in the final report and references from comparable size locations.
- Working on Regional Workforce Impact Program funding - request included  
**M(Thompson)S(Bruhn)P: to pass on this project. Udem was thanked for all her diligent work on this project proposal**
- Hosted Rep. Kelly Armstrong for a roundtable
- Hosted a forum for the open Dickey County Commissioner candidates (there are 11 running for 3 open positions)
- Hosted and facilitated a Healthy Community Coalition through Dickey County Public Health - focused on mental health,

### ADDITIONS

6.7 million in funds allocated for railroad improvement targeted at Oakes –

From the Aberdeen DART meeting: Udem is ready to look into a private equity group to fix downtown apartments on the south side of the 500 block of Main. Several buildings are experiencing roof issues and the apartments are there but in disrepair.



Oakes Enhancement, Inc,

Date: July 14, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Advisory Present: N O'Brien, Udem

Guests: Brogan Roney

Visitors:

President Matt Hill called the July 14, 2022, meeting of Oakes Enhancement, Inc. (OEI) to order at 7am. The meeting was held at Oakes Community Center Meeting Suite with eight board members, one guests, no visitors, and two advisory members present. The agenda was presented and approved. Cindy Bagley was welcomed as the newly appointed OEI Board of Directors representative from the City of Oakes.

#### Guests

##### ➤ **Guest:**

- Brogan Roney: Eagle Scout: Brogan's project is to construct gazebos at the Healing Garden located at Oakes Community Hospital. Brogan has done research and selected gazebos that are long life and minimal maintenance. He will construct them on concrete. He has raised \$3000 of the \$4200 project.
- 

##### ➤ **Economic Development Directors Report: Udem: See report**

○

##### ➤ **Secretary's Report:**

- Any comments on Secretary/Treasurer's reports – With no comments so the Secretary report will be received and filed. There were concerns with the ACH payments from the checking account but reassured the balancing of the accounts with the bank statements are correct. The secretary will discuss with Ptacek Financial to clear up the issue. The report will be received for filing with those comments.
- Correspondence:
  - Oakes Area Community Foundation – Golf Tournament – Just an awareness that this event is taking place
  - Water Resources Permits: The secretary has been in contact with the Vculeks concerning the updated permits and they are OK with the updates. Zetocha took the papers and will review for OEI, prior to signing.
  - Dickey County Fair Premium Sale – received late and already passed

##### ➤ **Treasurer's Report:**

- Report included with agenda documents – see above
- Voting below on proposals/requests

##### ➤ **Gaming**

- Report: Report was included with the documents. No comments
- Contract with The Last Shot as concerns cash banks – Hill will have the document tweaked with Paradis Law and then present to The Last Shot.

- Request for Funds:
- See below

➤ **Voting on funding proposals/requests**

- **Release of funds for Dr. Dethlefsen BUMP approved project:** M(Zetocha)S(Schnell)P: to release to Dr. Dethlefsen funds approved in the BUMP project based on the bills presented. Funding at 35% of the invoices.
- **Fireworks:** M(Schnell)S(Thompson)P: to donate \$1000 to the Oakes Community Fireworks display hosted by the Oakes American Legion with funds from the Charitable Trust account.
- **Relay for Life** M(Peterson)S(Bruhn)P: To donate \$100 to the Relay for Life Event with funds from the Charitable Trust Account.
- **Oakes Area Chamber of Commerce:** M(Schnell)S(Bagley)P: to fund the request for equipment purchased to water the flowers on Main and Parks. Funds from the Charitable Trust Account. (Bruhn abstained from voting.)
- **Brogan Roney: Eagle Scout Project:** M(Bruhn)S(Peterson)P: to approve funding for Roney's Eagle Scout project, project – gazebos at Oakes Community Hospital Healing Gardens. Funds paid (\$1,200) from the Charitable Trust account payable to Oakes Community Hospital Foundation.

➤ **Business item**

- Tiny Tornadoes updates – new flooring is being installed
- Chamber updates: Irrigation Days successful – especially the mechanical bull

➤ **Ongoing business to discuss if necessary**

- - **For the good of the order**
    - Photo op for the Fire Department Donation at a later date -- Dirt work has started on the facility
    - Next meeting: Thursday, August 11, 2022,
- Adjournment

There being no further business, the meeting adjourned at 7:50 am.

Respectfully reported,

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

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building



## July ED Report from Growing Small Towns

### Existing Businesses Supported:

1. 502 Flair - will apply for BUMP likely
2. Sister's Kitchen - sourced grants and state programs

### New Business Development:

1. Gevo - connected with Kyle to set up a time for them to come and visit with our board - no dates offered yet. Some contact made but continue to work on a date
2. Dr. Rath's practice: working with a clinic in Jamestown to be affiliated with. This seems very promising.
3. Haley Moen - the Winery – Property north of Oakes. Very intense project

### Opportunities:

1. Bakery - discussed project with Steve
2. Main Street apartment renovation

### Other:

#### Local:

- Housing update - have requested the information we discussed, and they are willing to provide but have not received the information yet  
Undem asked the board if they want her to continue working on the Concept of Main Street Apartments. The board agreed there are roadblocks but renovating the upper portions of buildings to keep them viable is a good thing. There were concerns about the need for single family homes. Both seem to be necessary projects to pursue. Many issues are faced both ways. Undem continues conversations with a Wahpeton group.
- Hosted and facilitated a Healthy Community Coalition through Dickey County Public Health - focused on mental health and the food pantry

#### Regional:

- Facilitated and now leading the SE ND economic developer's group

#### State:

- Dept. of Commerce Commissioner James Leiman has stepped down; they're appointing a new person soon
- Participated in the Department of Commerce's Find the Good Life Community Champion training in Bismarck – How to attract talent to the community.
- Participated in a governor's roundtable discussion on childcare. Many trips to Bismarck to participate in these discussions. A concern for many.







Oakes Enhancement, Inc,

Date: August. 11, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Directors Absent: Peterson, Schnell, Bruhn

Advisory/Employee Present: Hoff, Udem

Guests: Wes Maley

Visitors: No visitors

President, Matt Hill, called the August 11, 2022, meeting of Oakes Enhancement, Inc. to order at 7am. The meeting was held at the Oakes Community Center meeting suite. There were five directors, one advisory, two employees, one guest, zero visitors present. The agenda was approved. Guests were thanked for attending. Guests were called upon to present.

Guests

➤ **Guest: Wes Maley**

- Maley presented BUMP proposals for his Droptine Lodge.
- Action was taken later in the meeting

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

- Report: See report

➤ **Secretary's Report:**

- Any comments\_on Secretary (Pages: 2-3-4) /Treasurer's reports (Pages: 5-11)
  - No comments so the reports are received for filing
- Invoice sent to Dickey County Social Services – payment received.
  - They pay \$100 per month and pay six months at a time
- Correspondence:
  - Thank you from Cooper Quandt (page 12)
  - Oakes Fire Department: pages 13-14)

➤ **Treasurer's Report:**

- Report included with agenda documents—received for filing
- Funds released to Sister's Kitchen per their closing being compliant with the action taken in May
  - Thank you to Starion Bank for contacting us when the paperwork was in order
- Funding request from Wes Maley (pages 21-28)
- Voting below on proposals/requests

➤ **Gaming**

- Report: (pages 15-19)
  - It was brought to the attention of the group that the pull tabs are costing the organization money.
  - By common consensus, the pull tab machines will be replaced with E-tab machines at the end of the quarter. The number of machines will be worked out with Roberts and The Last Shot.
  - Lacey Roberts will ask Bill – the distributor – if he can market them for OEI
- Need for back up employees – training for future manager
  - Following much discussion, the following motions will be put in place:
    - **M(Forward)S(Thompson)P: to promote Lacey Roberts to the position of gaming manager with a salary of \$18 per hours.**

- Lacey is to keep track of all hours – and any training she may need to attend or assistance she may require from an outside source (another gaming manager who can assist her with paperwork while learning).
- Lacey will be responsible for all the machines and paperwork.
- **M(Thompson)S(Forward)P: to hire Lori Hoffman as a backup for Lacey Roberts contingent upon a background check. Salary will be \$15 per hour.** Lori is familiar with the gaming operation and can fill in when the newly promoted gaming manager is unable to come in due to illness and the like.
- Contract with The Last Shot: Demand Promissory Note: Hill is working to update this document.
- Request for Funds:
- See below
- **Voting on funding proposals/requests**
  - **KDDR BUMP – release of funds (page 20)**
    - **M(Bagley)S(Zetocha)P: to release the funds to KDDR for the BUMP. Invoices have been received and met all the BUMP criteria.**
  - **Wes Maley: voting on participation in the BUMP program applications (Pages 21-28)**
    - **Interior**
      - **M(Thompson)S(Bagley)P: to fund the interior BUMP application at 35% of invoices submitted from Oakes business once the project is complete.**
    - **Exterior**
      - The exterior project was denied as presented as it did not meet the BUMP requirements.
- **Business item**
  - Tiny Tornadoes updates: No report at this time
  - Chamber updates: No report at this time
- **Ongoing business to discuss if necessary**
  - - **For the good of the order**
      - Photo op for the Fire Department Donation at a later date
      - Next meeting: Thursday, September 8, 2022,
    - A letter was shared to be sent to the city thanking the elected officials, City staff and crew thanking them for all they do for Oakes and especially for OEI and the properties owned by OEI.

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

There being no further business, the meeting adjourned at 8:55am.

Respectfully reported,

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

## August 2022 ED Report from Growing Small Towns

### Existing Businesses Supported:

1. Sister's Kitchen - sourced grants and state programs
2. Droptine Lodge - sourced a state grant and helped him apply; also applying for BUMP
3. Dry Run Lodge - sent Drew the same grant
4. Anna Kemmer - purchased Ellendale bakery equipment and asked for grant support
5. Local farmer - building a feedlot and asked about state funding
6. Hearthside Winery - ongoing - setting up meetings with the state to determine funding options
7. Chris Schmit - ongoing discussions to move to ShopKo building

### New Business Development:

1. Gevo - update as of August 8 - Updates included with the report
  - a. Roney Land is still the #1 choice
2. Dr. Rath's practice: update as of August 8
  - a. The lady who is currently interested – wants all of Geoff's practice and satellites.
3. New business owner - not public yet, but I'm sourcing funding

### Opportunities:

1. Bakery - ideally, a new owner would buy it outright from Steve, so we can work with someone on leasing; Steve isn't interested in leasing
2. Main Street apartment renovation - continuing to work on this
3. Garrett Meehl - bought Schempp's and we discussed a 4-plex
4. Davita Building - Sanford backed out, so it's back on the market

### Other:

#### Local:

- Housing update: got sample report and letter of recommendation back from Hometown Housing
  - Justin from Wahpeton has offered to come and visit, too
  - Cost of the group Undem wants to work with: phase one is \$20,000 and the second phase is \$10,000
  - A meeting should be set up
- Mental health - the health coalition will put on a summit this fall, but I also reached out to the Aberdeen therapists to ask about doing a live event specifically on suicide
- Hosted a second annual bus tour to Oakes

#### Regional:

- Participating in SVEDA's Business Pitch Competition

#### State:

- Worked with my first FTGL lead: Find The Good Life. Undem is a champion leader
- Placemaking conference late August - free and invite-only with Kausha
- Main Street Summit is in October in Bismarck
- Asked to consider being on the Rural Development Council- thinking on this offer
- Statewide Housing Assessment in Bismarck - October 5 - Others are welcome to attend



Oakes Enhancement, Inc, Board of Directors

Date: September 8, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Directors Absent: Forward

Advisory Present: Hoff, Undem

Guests: Dale Jensen

Visitors:

President, Matt Hill, called the September 8, 2022, meeting of Oakes Enhancement, Inc. to order at 7am. The meeting was held at the Oakes Community Center meeting suite. There were seven directors, two advisory/employees, one guest, zero visitors present. The agenda was approved. Guests were thanked for attending and called upon to present.

Guests

➤ **Guest:**

- Dale Jensen
  - Jensen continues his dual credit classes at Oakes High School working with Jamestown University
  - He is also in communication with University of North Dakota and has had feelers out concerning Valley City State University
  - This year there are 6 students enrolled in the program
  - Since this is a prototype – he is attempting to keep the cost stable.
  - Jensen teaches for \$1
  - Jensen has had positive feedback from former students.
  - Voting took place later in the meeting

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

- Report: Included with agenda
- Comments in the report

➤ **Secretary's Report:**

- Any comments on Secretary /Treasurer's reports
- With points noted on the Treasurers report both reports were received for filing.
- Correspondence:
  - Otter Tail Power: increase in even monthly payments: going from \$200 to \$239
  - Heritage Insurance: could be getting some dollars returned following the audit
  - Charitable Gaming Association of ND: financial support
  - Oakes School Activity Sponsorship Voting later in the meeting
  - Phone conversation: PEO

➤ Dickey County Sheriff **Treasurer's Report:**

- Report included with agenda documents
- CD at FCCU
  - **M(Thompson)S(Schnell)P: to reinvest for 12 months according to their web site interest rates at 2.00%.**
  - **NOTE: The interest rate was obtained from an FCCU outside of the area and does not apply to the Oakes Branch.**

- **In consultation with the president- and the interest rate would remain at the .20 on the CD (which has not changed since the last issue) he suggested we cash the CD and deposit in an interest-bearing account until the next meeting.**
- Signatories on Gaming Expense checking account
  - This will be handled once a gaming manager is firmly in place. Roberts is the acting gaming manager but does not know if she wants to take on the position.
  - Currently O'Brien is taking care of the Gaming Expense Checking account. She will check to make sure others are signatories on the account.

#### ➤ **Gaming**

- Report: (No report at this time – still learning the paperwork)
- Removal of pull tabs – addition of E-tabs – number to add
  - The board would like to add three e-tab machines
- Roberts is working through the paperwork and may consult with Ptacek Financial
- Application received from Lori Hoffman and background check came back
- Applications: given to others
  - An application was received from Carol Oster
- Contract with The Last Shot: Demand Promissory Note
  - Troy Schumacher is uncomfortable signing the note. Hill will visit with him
- The gaming reports have been sorted and organized into totes. They have to be saved for three years. Lacey is looking through a tote she has to see if the reports I am missing are in there. If not – we may have to contact the family.
- 
- Gaming Application Request for Funds:
  - None at this time

#### ➤ **Voting on funding proposals/requests**

- **Dale Jensen Proposal:**
  - **M(Bruhn)S(Schnell)P: to grant \$2000 to this dual credit class. The grant funds will come from the Charitable Trust account.**
- **Sports Sponsorship:**
  - **M(Schnell)S(Bruhn)P: to support the Oakes Sports Sponsorship Program for \$500 with funds from the Charitable Trust Account. O'Brien will visit with the activity director at the school and determine the games to sponsor.**
- **Memorial for Pamela:**
  - **M(Schnell)S(Bagely)P: to give a memorial of \$200 to the family of Pamela Waldner (our former gaming manager). Funds from the Charitable Trust account.**
- **PEO., and use of former City Hall**
  - **M(Schnell)S(Zetocha)P: to offer the facility at no charge.**
  - **NOTE: PEO. representatives accepted the arrangement and will use the facility. Perhaps 2-3 weeks at the end of October.**
- **Regional Hometown Housing: support for morning snack:**
  - **OEI is sponsoring the morning meeting snack for this event.**
    - **Sweets 'N Stories for coffee: \$25**
    - **T-Stop for snacks: No figure currently available**
- **CGAND: financial support:**
  - **Died for lack of a motion**
- **Dickey County Sheriff:**
  - **M(Schnell)S(Bagley)P: to support the Child Safety Education at the \$75 level. Funds from the Charitable Trust Account**
- **Maley BUMP proposal updates**
  - **OEI is in support of Maley's project and, keeping in line with the BUMP program, fund disbursements for interior and exterior projects are subject to receiving receipts once the project is completed.**

#### ➤ **Business item**

- Fine Tuning on the BUMP Application and rules
  - Tabled for another meeting
- Tiny Tornadoes updates

- Always looking to add staff as with all businesses
- Chamber updates:
  - Gearing up for the holiday season
- **Ongoing business to discuss if necessary**
  - 
  - **For the good of the order**
    - Photo op for the Fire Department Donation at a later date
    - Next meeting: Thursday, October 13, 2022,
  - Adjournment

There being no further business, the meeting adjourned at am.

Respectfully reported,

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

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

## September ED Report from Growing Small Towns

### Existing Businesses Supported:

1. Droptine Lodge - they didn't get the state grant but continued to help him with marketing for the upcoming season; will offer the same to Cory and Drew
2. RentEase - researched the Ag Diversification Fund and APUC as options (renting ag equipment)
3. Hearthside Winery - ongoing - helping her access APUC funding
4. Chris Schmit - ongoing discussions to move to ShopKo building

### New Business Development:

1. Gevo - Last contact was August 8 but did reach out again with no response; will continue to push for the meeting. GEVO was pleased/encouraged Oakes (OEI) would be willing to meet with them at a neutral location in-between their business and Oakes.
2. Dr. Rath's practice: no new updates
3. Reached out to Applied Blockchain - building a data mining center in Ellendale (due to unused power but will need 30 FT employees with high-paying salaries)

### Opportunities:

1. Bakery
2. Housing

Other:

### Local:

- Housing Summit
- Supported DC JDA in developing better application processes

### Regional:

- Facilitating the regional ED group end of the month
- Invited NDSCS new President here - opportunity to develop specialized credited programs
  - CNAs, manufacturing, ag-tech, and others
  - NDSCS needs accredited programs which can be conducted here in Oakes

### State:

- Main Street Summit is in October in Bismarck: Registered
- Statewide Housing Assessment in Bismarck - October 5 - Others are welcome to attend
- Hosting a SheStartsWeek session here in Oakes in September : Live streaming from Oakes
- Hosting a session for the Secrets of Business Success Symposium in October: Live streaming from Oakes

POINTS Discussed:

### Crypto Data Mining:

- this facility is going into Ellendale.
- Reportedly, Ellendale has unused electrical power that Oakes does not. This project was not sought after by any community.



- 30 jobs.
- There is a Jamestown location as well

#### Hometown Housing Meeting:

- 21 in attendance.
- Good Discussion
- The tours following the presentation had Milnor in the lead as they have a track of land ready for development. Hankins also has lots for use.
- Company must do research to determine what type of housing is needed
- It does not appear that Ellendale is on board with this project.
- Directive for Udem: set up follow up meeting with just Oakes. Hill will visit with the mayor to see if the city would be on board.. but this would ultimately be a Council decision.



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc, Board of Directors

Date: November 10, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

Attendance:

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

Directors Absent: Bagley, Hill (attending to problems with the ice storm)

Advisory Present: Udem

Advisory Absent: Hoff, Mayor O'Brien (ice related absences)

Guests: no guests

Visitors: no visitors

Vice President, Becki Thompson, called the November 10, 2022, meeting of Oakes Enhancement, Inc. to order at 7am. The meeting was held at the Oakes Community Center meeting suite. There were six directors , one advisory/employees, no guests, no visitors present. The agenda was approved.

Guests

➤ **Guest:**

- There were no guests at this meeting

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

- Report: (See report)

○

➤ **Secretary's Report:**

- Any comments\_on Secretary /Treasurer's reports: There were no additions or corrections. It was brought to the attention of the board to review of the monthly activity in the OEI accounts is included in the agenda. Deposits, checks written and cleared, transfers and the like.
- Correspondence:
  - North Dakota Water Resources (Usage form which is filled out by Cole Vculek)
  - Thank you from the PEO for use of the former city hall to host their Escape Rooms fund raiser. This project was highly successful and a fun event for the community.

➤ **Treasurer's Report:**

- Report included with agenda documents
- CD at FCCU: they matched a rate given OEI: 2.75% for 19 months
- Signatories on Gaming Expense checking account – on hold until a manager is selected
- Parking lot: The value of the lot has been estimated at \$22,500, which is speculation, up to \$62,000. Schnell and Hill were authorized, **by common consensus**, to offer property owned by OEI located behind the Angry Beaver Lodge to Shawn Ulmer for the sum of \$30,000 -- could be paid at \$500 per month for 5 years or other payoff arrangements could be made.

➤ **Gaming**

- Report: See treasurers report for gaming activity: all check and deposits are documented in the financial section of the agenda.
- Paperwork has been brought up to date by Ptacek Financial
  - They continue with letters
- There is a need to draft a new Internal Control Manual for the Oakes Gaming. Once everyone figures out what their duties are and who they report to – work should begin.
- Letters should be drafted and submitted to the Legislature as there is a vote coming before the state government about establishment of casinos – wherever – as you can see in South Dakota. This would greatly hinder the non-profit gaming in the state. OEI and others would not be able to support

programs through their Charitable Gaming Trust Funds. Also, testimonies from those who benefit from these grants/donations should be included i.e.: Tiny Tornadoes, school projects, hospital projects, .....

- Gaming Manager position

**Motion from Committee:**

**To hire Carol Oster as the gaming manager for Oakes Enhancement, Inc. at a starting wage of \$15 per hour. Wage is to be reviewed with the following stipulations:**

- **At least 120 days of employment**
- **completion of training at the Attorney General's office gaming division in Bismarck.**
- **And a background check**

- Need for a new rental agreement: ready for signatures
- Contract with The Last Shot: Demand Promissory Note
  - President Hill continues work with this
- Gaming Application Request Funds:
  - Kat's Corp: Died for lack of a motion to fund
  - Vocational School: Directors wanted more information and to see the facility.
    - A meeting will be set up.

➤ **Business item**

- Checks have been sent to BND for CS Three Corporation for the purchase of the property and inventory of Total Home
- Fine Tuning on the BUMP Application and rules: tabled
- Tiny Tornadoes updates:
  - Peterson reporting: fund raisers are currently being planned
- Chamber updates: Undem reporting – 'OH DEER' was a successful promotion.
  - Chamber now owns the lot on Main to the east of Sweets 'N Stories and are wanting to create a Pocket Park
  - Financing the purchase with the seller of the property

➤ **Were these things voted upon**

- Gaming fund application from Kats Corp
- Vocational School funding application

➤ **Ongoing business to discuss if necessary**

- Fine tuning the BUMP application form/rules - tabled

➤ **For the good of the order**

- Next meeting: Thursday, December 8, 2022.
- Hospital Casino Night: March 10, 2023 – mark your calendars.

**Items to keep in mind.**

- Parking Lot behind Beaver
- Former City Hall Building

There being no further business the meeting adjourned at 8:03am:

Respectfully reported,

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

## November ED Report from Growing Small Towns

### Existing Businesses Supported:

1. Hearthside Winery - she submitted a \$100k APUC grant application - presentation is November 17, 2022: Continue to guide Haley Moen
2. RentEase - also potentially applying for APUC
3. Addison K. Creative Co. - wrote article

### New Business Development:

1. Gevo - No further information to share
2. Dr. Rath's practice: no new updates: conversations continue with Tiffany Larson

### Opportunities:

1. Bakery - We are moving forward! Purchase agreement, want to close by the end of the year..... The Mayor will get a bakery!! 😊
2. Hometown Housing - update from City? Next steps? The city has many weighty matters to contend with presently, so they are stepping back from this – at this time. It would be beneficial to know how many apartments are currently available for rent as well as houses available for rent or sale.
3. Cline's building and Quandt's building - pursuing an opportunity to renovate – This would be a start of how to get downtown rental opportunities off the ground.

### Other:

#### Local:

- Helped the Chamber apply to OACF for a grant to support purchasing a nonprofit membership development program as an add-on to the chamber membership
- Community Impressions visit to Valley City scheduled for November 15 is the corrected date Udem, Magill, Ulmer, Cline and possibly Dinger and Bruns.
- Community Health Coalition still focusing on mental health awareness and food safety through the food pantry
- Applied to Burgum Foundation to develop a rural small business mastermind: Dalton, Chris, Haley, Brittney, and Addison have been identified as potential applicants
- Working with Kausha at Chamber to provider Chamber Kick-off, including a tourism care package for groups coming to Oakes and a marketing plan to support our members better

#### State:

- Rebecca and Kausha were nominated for a Main Street award for making Oakes a healthy, vibrant community
- Wrote 2 articles for ND Women's Business Center



*Oakes Enhancement,  
Inc.*

Oakes Enhancement, Inc, Board of Directors

Date: December. 8, 2022

Time: 7am

Place: Oakes Community Center Meeting Suite

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

Directors Absent: Bruhn, Forward

Advisory Present: Udem

Guests: Blumhardt - OTP

Visitors:

President Matt Hill called the December 8, 2022, meeting of the Oakes Enhancement, Inc. Board of Directors to order at 7:05am. The meeting was held at the Oakes Community Center Meeting Suite with six board members, one guest and two employees. Hill thanked everyone for attending and called upon Kardell Blumhardt.

Guests

➤ **Guest:**

- Kardell Blumhardt: OTP proposal
- OtterTail Power would like to purchase a south portion of Parcel 6 in the Industrial Park currently owned by Oakes Enhancement. They are looking at a warehouse facility and pole storage
- **M(Schnell)S(Zetocha)P: to accept the proposal set forth by OtterTail. \$20,000 per acre for 3 three acres totaling \$60,000. Down payment of 10% with a closing of 18 months. OtterTail agrees to survey the land. Paradis Law will be retained to review/update all documents involved with the sale and the lease agreement with Vculek's (who have a pivot on that land). Dickey County Title and Abstract would be used as the recorder.**

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

- Report:
  - Udem compiled a report for the end of the year and went through the report explaining how she arrived at the numbers associated with the headings.
  - The OEI Board is highly appreciative of her services and enthusiasm.
  - The board also noted they need to provide Rebecca with more direction. Hence they want to put together a list of areas they would like her to work on for OEI and report on those areas at the Board meetings. However, they are also interested in all the things she participates in and would like to see those listed on the report but would not have to be addressed unless someone on the board has a question.
  - Gaming Application process: The current form from the Attorney General's office seems straight forward and has been working. What OEI should perhaps do is to have a cover letter with the form stating applicants would need to fill out the form, attend a meeting to explain the request and each one will be managed on an application-by-application process and will be funded as the board determines according to the need and availability of funds.

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➤ **Secretary's Report:**

- Any comments on Secretary (Pages: 11-14) /Treasurer's reports There being no comments the Secretary and Treasurer's reports are received for filing
- Correspondence:
  - Attorney General's office
    - Background check and training documentation
  - Thank you from National Child Safety Council for the donation

- Thank you from Tornado Watch
  - Ptacek Financial : Set up March 9<sup>th</sup> as the annual meeting – for Toni’s and Sheila’s calendar
  - Oakes Area Foundation: Voting done later in the meeting
  - Charitable Gaming Alliance: died for lack of motion and discussion
  - Report included with agenda documents
  - CD at **FCCU: M(Thompson)S(Schnell) to invest at FCCU matching the figure 13 months at 3.94. The secretary will make sure they are on board with that match.**
- Signatories on Gaming Expense checking account: currently 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 started working right away
  - Updated rental agreement: waiting for the signatures from The Last Shot
    - The secretary will follow up with this again
  - Contract with The Last Shot: Demand Promissory Note
    - Check on the cash bank amounts, and OEI would like to only have a total of \$5000 in the cash banks
  - Work on updating the Internal Gaming Manual will begin once the jobs have been defined with the new gaming manager in place. Bagley will take the lead on this project.
  - Gaming Application Request Funds:
    - None at this time
- **Business item**
- Schnell/Hill have visited with Ulmers about the purchase of the lot behind the Angry Beaver. The amount of \$30,000 was offered. Shawn was agreeable and would check with Shana. No report as of yet.
  - Checks have been sent to BND for Hometown Collective, LLC
  - Fine Tuning on the BUMP Application and rules: tabled
  - Tiny Tornadoes updates: They have been raising funds to upgrade areas of the daycare facility.
  - Chamber updates: None at this time
  - UPDATE and CLARIFICATION: BAKERY
    - Zetocha will be working with Brittany Harty on the purchase of the bakery building and fixtures. He just recently received some paperwork and will meet with her on Tuesday to discuss financing options. With more knowledge and potential figures, he will email the board. The feeling of the board was to participate in an interest buydown with the Bank of North Dakota. The board also agreed to an electronic vote on this issue due to the timing. The current owner of the bakery building wants to close by the end of this year.
  - JDA could use more representation on their board. Schnell is currently a member of the board and represents OEI and the City. This is tabled until the next meeting.
  - Other
- **Were these things voted upon**
- CD at FCCU: See above
  - OTP proposal: See above
  - **Oakes Area Community Foundation:** M(Schnell)S(Peterson)P: to grant \$5000 from the Charitable Trust account to the Oakes Community Foundation for their work in the community.
  - **DROPTINE LODGE:** M(Schnell)S(Zetocha)P: to release the funds for the interior and exterior BUMP projects. The approval of the projects took place at the September meeting.
  - **Economic Development Director Contract:** M(Schell)S(Thompson)P: to continue a contract for economic development services with Rebecca Udem at the rate of \$30,000.00 per the upcoming year (2023).
  - Other

➤ **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, January 12, 2022,

There being no further business the meeting adjourned at 9:15am.

Respectfully reported,

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

## Economic Development Proposal

*Oakes Enhancement, Inc. mission statement: 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 1<sup>st</sup> **change to the 25<sup>th</sup> which is an automatic transfer and currently the way it is handled**

**Proposed Annual Rate:** ?? \$30,000.00 voted on at the December 2022

**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
5. ~~Develop a remote worker initiative~~

#### Business Services Reporting Metrics:

1. Current businesses supported, and any resulting benefits stated
2. New businesses launched
3. New business leads and any conversions
4. ~~All training offered and # of participants attended~~
5. ~~Status updates on remote worker program~~

#### 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
4. ~~Begin development of an Oakes Alumni Association~~

#### Quality of Life Services Reporting Metrics:

1. All training offers and # of participants attended
2. New families moved to Oakes
3. ~~OPS census data~~
4. ~~Develop a rubric to determine the economic impact of local events~~
5. ~~Status updates on the housing initiative~~
6. ~~Status updates on Alumni Association development~~

#### 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:



- EDND membership
  - Plus, allowances to attend conferences + Main Street Summit
- ~~Dakota Resources Learning Network Membership~~
- Either party reserves the right to cancel the agreement with a 30-day notice.

## 2022 Year-End Economic Development Report

### Grants Accessed:

- Pocket Park ○ Kubota \$100k
  - T-Mobile \$100k
  - Garrison Diversion (March 2023)
- APUC for Hearthside \$150k
- OEI funding
- Oakes Area Community Foundation Grants ○ \$3k for Chamber to support nonprofits ○ \$1k to launch BIO Girls
- \$50k to Burgum Foundation for Rural Mastermind program (2023)
- State Recreation Grant for Drop Tine Lodge \$20k
- APUC for RentEase
- Partners in Planning for state of ND - city didn't approve
- Total applied for: \$424,000

### Grants Received:

- ND Council on the Arts - \$7,800
- APUC for Hearthside Winery and Vineyard - \$84,500
- Ottertail Power Company - \$20k
- Total secured: \$112,300

### Community/Regional Initiatives Led:

- Launched BIO Girls
- Housing
  - Led DART discussion
  - Hosted Hometown Housing (Milnor and Hankinson are pursuing)
- Dickey County Health District: facilitated both the startup of the Oakes and Ellendale groups
- Community Beautification in Oakes
- Brought Job Service back to Oakes for outreach once a month 1
- Hosted a lunch n' learn series
- Gevo - facilitated this entire discussion
- Dog Park
- Value of Coordination: \$6,500

#### Nonprofits Supported:

- Chamber
  - Pocket Park development
  - Ongoing member planning + support
- PEO
- Oakes Fire Hall
- Student Council
- DECA (locally and at NDSCS)
- Tiny Tornadoes childcare
- American Legion buildout in Ellendale (Gary Dathe)
- Value: \$15,000

#### Existing Businesses Supported:

- Moving Mountains Daycare
- Miller's Fresh Foods
- Corner C Store
- AHR Construction
- The Butcher Shop
- Addison K. Creative Co.
- B & B Gardens
- Ron's Heating
- 2G Grinding
- Lisbon Vet Service
- Oakes Grand Theatre
- Dry Run Lodge
- Carquest
- M & W Drilling
- 502 Flair
- Season's of Style
- Wellness Central
- Discover Nutrition
- Value: \$5,400

#### New Businesses:

- Recruited the new bakery owner in Oakes
  - Working with Dr. Rath replacement - she's planning to keep all the satellite locations 2
  - Sale of ShopKo building - gym moved to this location
  - Silver Coin Laundry
  - BK Floral
  - Dr. Buck Cotter
  - Sisters Kitchen
  - Hearthside Vineyard and Winery

- Value: \$15,000

#### Marketing/PR:

- Media:
  - Hosted and facilitated a live broadcast of The Chris Berg Show in September
  - Hosted and facilitated BEK TV featuring Oakes in their My Hometown segment on Ladies of Another View'
  - Hosted KFGO radio
  - Regular Midweek Focus segments
- Written features:
  - North Dakota Council on the Arts feature
  - Fargo-Moorhead EDC newsletter
  - FM-Chamber newsletter
  - Aberdeen American News
  - Women's Business Center article
  - Cass County Electric newsletter feature
- Podcasts:
  - Do Good Better (Fargo)
  - Rendezvous Region (Cavalier)
- Speaking
  - Hankinson - community annual meeting
  - 3-part series in Casselton
  - Senior business class at UJ
  - Possibility Summit in Fargo
  - Business class at Kansas State
  - Wahpeton - entrepreneurship results program for the community
  - NDSCS support
    - Spoke to students in marketing and business
    - Coached their DECA programs
  - Facilitated the SE economic developer's meeting
    - The plan is to continue to lead them going forward
    - Nominated for a Main Street award at the Main Street Summit
    - Hosted a SheStartsWeek session
    - Offered a session at the Business Symposium for the FM-Chamber
- Value (estimated based on marketing/advertising rates): \$30,000

#### Community Events Hosted:

- Dickey County Commissioner's Forum
- Community Mental Health Summit
- Both housing initiatives
- Art shows (4)
- Art event with music and workshop
- Active Arts classes (2)

- Rep. Kelly Armstrong visit
- ND Water Commission meeting
- SBDC meeting
- ND workforce development council meeting
- Visitors to Oakes: over 1,000 new visitors from 10 different states
- 25,000 views of our live-streamed videos
- Donated use of facility: \$3,600 2023 Partnerships:
- Active Arts, Oakes Area Chamber, Cass County Electric, Ottertail Power, BankNorth, Dickey Rural Network Jobs Created: 1 part-time and will become full-time in February Other:
- Personally, recruited an Oakes native back to work at Harris Machine
- Community Champion for the ND Department of Commerce's relocation program
- Write weekly Community Connection column in the Oakes Times
- Invited to Governor's roundtable on childcare at the State Capitol
- Launched a new website for the city with the Chamber
- Huron, SD business owner discussed launching clean energy business here
- Helped Dickey County JDA refine and further develop their application process

### Gaming Funds Process Proposal

1. Could we treat the gaming funds application process similarly to how we approach the BUMP?
  - a. You could have a basic application, different from the current state gaming application.
    - i. You could fund a maximum of 25% of their total raised dollars, not to exceed, a specific threshold, perhaps \$5,000.
    - ii. If the concern is total given each year, there could even be an annual cap of giving.
2. You'd always have the right to fund more/outside of this if you'd like to make an exception.
3. Reasons:
  - a. Gives the nonprofits a better gauge of what you fund and what you don't.
  - b. Establishes a precedent with fair rules for all parties involved
  - c. Forces the nonprofit/group/organization to do some additional fundraising prior to coming to you.
  - d. With proper marketing, it would better ensure the gaming funds get depleted each year