

EDA Meeting Minutes



Regular Meeting
Thurs. Nov. 12, 2015
3:00 p.m.
County Bd. Rm.
Detroit Lakes, MN

Meeting called by:	Barry Nelson
Type of meeting:	Regular Meeting
Attendees:	Barry Nelson, Larry Knutson, Abby Anderson, Paul Joyce, Hank Ludtke
Board members absent:	Chuck Jost, Chris Sherman

Agenda Topics

1. **Call Meeting to order:** Barry Nelson called the meeting to order at 3:00 p.m.
2. **Approval of Agenda:** No changes (P. Joyce, H. Ludtke,), carried.
3. **Approval of 9-10-2015 Meeting Minutes:** (L. Knutson, P. Joyce) carried
4. **Housing –** Laura McKnight requested:
 - a. EDA Bd. consideration for the transfer of housing funds from existing accounts into two new Wells Fargo accounts, a checking account to be nicknamed “Rentals” and a savings account to be nicknamed “Savings Reserve” and change the account (xxx5474) name from Rental to MURL.

Board Motion: Open new Wells Fargo checking account and nickname it “Rentals”, open new Wells Fargo savings account and nickname it “Savings Reserve” and change Wells Fargo Account xxx5474 currently named “Rental” and change it “Murl”. (Motion to approve L. Knutson, H. Ludtke) motion carried.

Board Motion: Transfer and close listed Housing accounts after account reconciliation to appropriate new and/or changed Wells Fargo Accounts with signers to be as listed - for MMCDC: Keith Kicker, Julia Nelmark, Nicole Kirchner, Gerald Wigness, Kathy Misson and Kevin Shipley and for Becker County EDA: Guy Fischer and Mary Hendrickson. (Motion to approve L. Knutson, Paul Joyce) motion carried.

- b. PHA 5 Year/Annual Plan and monthly meeting requirements – discussion on PHA 5 Year/Annual Plan and need to hold a Public Hearing on the Plan. Notice must be provided 45 days prior to the Public Hearing; additional discussion on monthly meetings per HUD requirements. Instead of holding the next EDA meeting on the 2nd Thursday of December (10th), it was decided to hold the EDA meeting for the Public Hearing for the PHA Plan on December 30th instead because of the need to provide 45 days notice for the Public Hearing. Laura will develop and place Public Hearing Notice and develop EDA resolution for passage by the EDA Board at the Public Hearing. Laura brought Goals/Objectives 5a and 5b to the attention of the Board as they dealt with a proposed partnership with the HRA of Detroit Lakes and were not pertinent to the current housing management relationship that Becker Count EDA has with MMCDC.

Board Motion: Accept and approve the 2016 Administrative Policies and the PHA 5 Year/Annual Plan and authorize the Board President and the Housing Director to submit to HUD all documents and certifications and to submit the PHA 5 Year/Annual Plan as stated with references to goals/objectives 5a and 5b to be removed. (Motion to approve H. Ludtke, A. Anderson) motion carried.

Board Motion: Hold Public Hearing to provide for public correspondence and input on the PHA 5 Year/Annual Plan at 3:00 p.m. on December 30th in the Commissioners Board Rm. located in the Becker County Courthouse. (Motion to approve L. Knutson, A. Anderson) motion carried.

5. Economic Development Update:

- a. Wind Solar Hybrid Project – project feasibility study should be completed by next week; additional review to follow by Professor’s Maury and Kildegaard. The developer met for initial meeting with the President of Otter Tail Power to explore price of energy as part of power purchase agreement. Power contracts to be revisited with OTP once studies have been reviewed. Interested in getting community leaders to the table when the power purchase agreement/price is revisited with OTP.
- b. Gary’s Furniture – MNTBAP application was approved a few weeks ago. MPCA is in the process of starting the contracting process and will notify the County when they have a contractor on board and have established a general timetable for the work. A question as to if the timetable would fit per Frazee’s request to pull the property off the sale list for 6 months. Staff thought the assessment work could potentially be completed prior to the expiration of this 6 month period.
- c. Mention of the Workforce Summit to be held on Friday from 7:30-9 a.m. at M-State. Everyone is invited.
- d. Multi-use trail study to start next week with a kickoff meeting, Ulteig is the consultant. RAC meeting on 11/18 to discuss public engagement process for Dunton Locks. Detroit Lakes submitted grant application to Greater MN Regional Parks and Trails Commission of which \$324,000 would be for improvements to Mt. View. If funded maintenance agreement will need to be developed.
- e. Safe Routes to School – both Letters of Intent to MNDOT were accepted (one for the SRTS grant and one for the Transportation Alternatives Program (TAP) grant) were accepted. Staff from EDA, City of Audubon and Co. Hwy had a recent conference call with MNDOT which sought to review the SRTS application. MNDOT gave the the go ahead to apply. Staff has received confirmation from West Central Initiative (Wayne Hurley) to proceed with full application for the TAP grant. Potential match of \$20,000 from the LP-Audubon School District. Preliminary estimate of total project cost is \$245,000 of which approx. \$191,000 is for construction and would be the amount the 20% match would be calculated from.
- f. Website – example provided of local business requesting help as a result of reviewing the County website and working with staff to explore DEED programs and the end result of the business receiving \$174,900 in DEED grant funding as part of their (TEAM Industries) expansion project in Detroit Lakes. Some discussion about additional utilization of the web site for ED purposes. Rental housing opportunities in Lake Park, Audubon, Frazee, Detroit Lakes was discussed as one potential topic area. EDA Bd. directed staff to look at rental availability links (MMCDC, Mahube, other) for local rental housing availability as part of exploring potential changes to web page.
- g. Bond Refunding – potential opportunity to garner savings from refunding lease revenue bonds with the issuance of G.O. Capital Improvement Plan (CIP) bonds. PFM provided some preliminary analysis for discussion - at current interest rate of 1.72%, net savings was est. at \$616,401 with a present net savings of \$564,519. General GO CIP refunding process detailed. Board discussion about potential savings – existing bonding agent (Ellers) and interest in communicating the opportunity to the Administrator.
- h. Affordable/Sr. Housing Opportunities in Lake Park – FYI: meeting on 9/13 with developer to look at maps of proposed housing development to be located on the Old High School Property. Developers are looking at different project options/financing.
- i. MNEEO (MN Energy Efficiency Optimizer) – potential to utilize state grant program that uses modeling and integrates into the design process to explore energy savings in relation to proposed redevelopment of the County Jail. No cost to County for this program. General Bd. consensus was that program should be further explored.

6. Adjourn: Barry Nelson adjourned the meeting at approximately 4:00 p.m.

ATTEST:

Respectfully submitted:

/s/ _____ Guy Fischer
EDA Coordinator

/s/ _____ Barry Nelson
EDA Board President