



COUNTY OF BECKER

ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA

Becker County
915 Lake Avenue
Detroit Lakes, MN 56501

Thursday, November 21st, 2024

Time – 3:00 pm

1st Floor Meeting Room Courthouse

*THE BECKER COUNTY EDA WILL ENHANCE THE QUALITY OF LIFE BY PROMOTING
AND DEVELOPING HOUSING & ECONOMIC OPPORTUNITIES*

Board Attendance: Karen Mulari, Erica Jepson, Sean Felker, Tom Klyve, Abby Anderson, Richard Vareberg
Other: Cody Piper, Mary Hendrickson (BC Staff); Laura McKnight, Robyn Beck, Julia Nelmark (MMCDC Staff)
Absent: Hank Ludtke

1. Call the regular meeting to order by Vice Chair Mulari at 3:03pm
2. Motion to approve the October regular agenda with addition of Bids for Willow Property by
3. Motion to approve the October regular minutes by Jepson, seconded by Felker; motion carried.
4. Attendance by Fernando Quijano from UM Extension to present the updated Retail Trade Analysis report requested by Becker County EDA. The report highlighted key sector performance in the area retail industry and pull factors for product types. The retail economy has showed steady growth and recovered well from the pandemic effects. Becker County's retail economy and pull factor perform well or above average in comparison to the region and statewide averages.
5. Consent items
 - 5.1 Motion to accept the EDA month end financial statements Eda month end financials by Jepson, seconded by Klyve; motion carried.
 - 5.2 The low rent receivables were adjusted from last month. Klyve inquired about the MURL account balance. Motion to accept the Housing month end financial statements by Jepson, seconded by Anderson; motion carried.
 - 5.3 Unit turn being nearing completion on PH #06. Klyve inquired about viewing the property while it was vacant. Motion to accept the Housing check registers, bills, and receipts by Felker, seconded by Vareberg; motion carried.
 - 5.4 Motion to accept the monthly program reports by Jepson, seconded by Felker; motion carried.
 - 5.4.1 Murl loan report
 - 5.4.2 MCPP usage report
 - 5.4.3 Capital funds report
6. Housing

Management is still working on applications for the largest 6-bedroom public housing unit. 59 vouchers are currently in use. The MURL property owners have gotten in touch with loan officer to apply to the recommended MN housing program and will take next steps once results are received. Packet included a memo regarding the PHA 5-year plan and McKnight asked if there were any questions or changes sought, none presented by board members. Klyve inquired about the resident advisory board and who was on it and when they met. Willow property tenants are requesting to make leasehold improvements to the property due to funding they received. Two bids for the work were presented Detroit Paint & Glass for \$19,705 and Ramsey Flooring for \$21,665.77. Motion to approve the bid from Detroit Paint & Glass by Klyve, seconded by Felker;



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motion carried. Expiring leases were reviewed and discussed. Motion to renew Willow lease for 2025 with only changes to the payments at \$820/820/655 with an additional \$1,660 a month for leasehold improvements by Klyve, seconded by Jepson; motion carried. Bids presented for repair of furnace at the Willow property by Haugan Heating and Cooling for \$9,000 and Laney's Mechanical for \$10,976. McKnight recommended the bid from Haugan. Motion to accept bid from Haugan Heating and Cooling for \$9,000 by Klyve, Second by Anderson; motion carried. Motion to renew lease for Hidden Hills property at \$1,000 per month with a annual increase of 5% and ability for management to negotiate down to a minimum of \$750 per month by Felker, seconded by Jepson, motion carried. Motion to develop and renew a 5 year break even lease proposed at \$950 a year with a 3% annual increase for Workshop property by Klyve, seconded by Vareberg; motion carried.

Housing subcommittee met to review upcoming recommendations and initiatives for 2025. Committee also reviewed vacant land parcels held under the EDA. Work is ongoing for potential development project on one of the parcels pending further confirmation of utilities and lot restrictions. Another lot is deemed unbuildable so committee wants to revisit sale of property to neighboring homeowners.

7. Economic development

7.1 Updates regarding the state of childcare in Minnesota presented. Fact sheet published by the Office of economic status of Women highlights key information regarding the expense and lack of resource for supporting childcare across the state. Staff is still awaiting the results of the Childcare Economic Development Grant which should be published in December. Staff plans to attend the quarter 4 MACPED meeting held in conjunction with the annual AMC conference so will provide updates from that. Staff will work on developing a summary of upcoming grant opportunities for quarter 1 of 2025. Staff is working in conjunction with other LGU's to apply for a grant to help pay for items along public bike paths and alternative transportation routes such as bike racks, fixit stations, shelters, water stations, etc. and will conduct outreach to other communities for interest.

7.2 EDA strategy plan concept tabled for the next meeting due to time. Staff desires to initiate strategy planning with the board members to develop a pathway of goals to achieve over the next 3-5 years.

8 Meeting adjourned at 5:07pm