

EDA Meeting Minutes



Regular Meeting
Wed., Nov. 15, 2017
3:00 p.m.
County Bd. Rm., 2nd Flr.

Meeting called by:	Barry Nelson
Type of meeting:	Regular Meeting
Attendees:	Barry Nelson, Larry Knutson, Abby Anderson, Chris Sherman, Hank Ludtke
Board members absent:	Corey Askin
Other Attendees:	Guy Fischer, Laura McKnight, Mary Hendrickson

Agenda Topics

1. **Call Meeting to order:** Barry Nelson called the regular meeting to order at 3:05 p.m.
2. **Welcome and Introductions**
3. **Approval of Agenda:** motion to approve by Knutson, 2nd by Ludtke –motion carried.
4. **Approval of October Meeting Minutes (10/19):** motion to approve by Knutson, 2nd by Sherman - motion carried.
5. **Housing:**
 - **Review financials and approve paying bills**
 - From Check Register/Invoices Presented: Workshop \$671.81, Hwy 34 Group Home \$0.00, Low Income Public Housing \$5,545.51, Willow Property \$453.79, Maple Ave. Apts. \$2,168.71, Hidden Hills Group Home \$0.00, West River Townhomes \$5,111.73, and Section 8 Voucher \$16,059.00.
 - Per review of bills some comments on 1) Public Housing rental on 7th St. in Audubon; power had gone out causing sewage backup (City not liable), Nelson asked that MMCDC look into putting check in house to prevent problem from occurring in future. 2) PH rental – per salt delivery cost (\$631.13) - could this be done by MMCDC maintenance? 3) West River Townhomes – high monthly electrical costs (\$2,662.20) electrical also geothermal uses electricity, are some units energy costs lower than others? Education opportunity. Discussion about supplying a Maintenance Service Guide with someone there to answer questions to tenants about the townhouse and its operation. Motion to approve financial statements by Sherman, 2nd by Knutson, motion carried.
 - **Housing Choice Voucher Administrative Plan:** MMCDC revamped plan using Minneapolis Plan as Guide. Decision to hold off on approving the plan until next meeting (public hearing).
 - **Mtg. with Mahube regarding West River Townhomes:** 11/14 Mtg. with Mahube (Attendees: Mahube, County, MMCDC, Northwest & West Central Regional Continuum of Care Coordinator, Carla Solem). Predominate short term goal discussed at the mtg. were related to increasing

supportive services. Other short term goals/next steps shared with the EDA board that were mentioned from the 11/14 mtg. include:

- MMCDC: look into ARHMS services
- Mahube-Otwa: review prioritization list, get a better understanding of clients who select Becker County (first priority) and clients who are working to regain custody of their children (second priority) and assess whether we need to petition the Continuum of Care for permission to limit the number of high needs slots.
- MMCDC & Mahube-Otwa: make a plan for frequency of inspections.
- MMCDC & Mahube-Otwa: make a plan for welcome/orientation visits
- Mahube-Otwa: develop good neighbor plan
- EDA: continue to explore needs/opportunity for Phase 2 development
- Continuum of Care: get numbers on client housing stability /success
- Next mtg. with partners: December 12, 1p-3p at Mahube-Otwa; Carla Solem to attend.
- **Affordable Housing Strategies Draft Review** – Some strategies underway include: DL Housing Study, Frazee Comp Plan process (RFP 1st step), RFQ (soon) for Frazee Downtown Redevelopment Project, MMCDC in process of exploring/develop housing programs, Homebuyer Education creating a path to Homeownership, marketing of programs utilizing Becker County Energize (Essentia's) new web page which is under development.

6. **Economic Development:**

- **EDA 2017 Audit:** Staff to determine if EDA has been released from State contract – check with Co. Attorney. REAC training – MMCDC pretty well set. Interest in hiring private firm (Ludtke); Choose low quote pending County Attorney review motion by Larry, 2nd by Ludtke, motion passed.
- **Tower Rd. Industrial Area:** Discussed briefly prior dual ownership between County and City.
- **Osage Mkt.:** Discussed status of bank loan request (PACE loan is contingent on getting bank loan); currently property owner is working with United Comm. Bank (Bemidji). Should know status by next week.

7. **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