

EDA Meeting Minutes



Regular Meeting
Thurs., Feb. 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,
Board members absent:	Chris Sherman, Hank Ludtke,
Other Attendees:	Guy Fischer, Mary Hendrickson, Kelcey Klemm, Robyn Beck

Agenda Topics

1. **Call Meeting to order:** Barry Nelson called the regular meeting to order at 3:00 p.m.
2. **Approval of Agenda:** motion to approve by Anderson, 2nd Knutson by –motion carried.
3. **Approval Dec. Meeting Minutes (12/21):** motion to approve by Knutson, 2nd by Anderson - motion carried.
4. **Request for Annexation of 26,100 No. Tower Road by City of Detroit Lakes - Q&A with Kelcey Klemm** about efforts/process; all homeowners have signed; Foltz hasn't signed for vacant lots; Need County EDA to sign off on petition to make connection. EDA has a deferred assessment off of No. Tower Rd. motion for EDA Agree to sign petition by Anderson, 2nd by Knutson, motion carried – annexation petition signed by EDA President, Barry Nelson.
5. **Employer Assisted Housing program (Housing Institute Process)** – Kelcey Klemm discussed recent meeting with MMCDC and Essentia to discuss MMCDC administering EAH program – which they agreed to do. Two tiers: MMCDC provides \$10,500 for down payment assistance for 80% of median (\$55,000) (lien, 0% 30 year loan; upon sale or refinance it is paid off); Essentia believes this is too restrictive and is looking at a 2nd tier in which they could provide up to \$2,000 per employee who applies to the EAH program (homeowner education required). A decision has not been made on what the % of income would be for this 2nd pot of money; one suggestion was that guidelines might be similar to TIF 100-115% of median income; Klemm wondered if the County might want to participate as it did in the past. EDA members thought the TIF % was too high as those with incomes of \$90,000 should not have trouble getting a loan. Discussion to continue.
6. **Housing:**
 - **Review financials and approve paying bills**
 - From Check Register/Invoices Presented: Workshop \$1,824.83, Hwy 34 Group Home \$169.98, Low Income Public Housing \$18,447.20, Willow Property \$1,414.24, Maple Ave. Apts. \$5,294.78, Hidden Hills Group Home \$150.00, West River Townhomes \$14,004.22, and Section 8 Voucher \$21,385.00. Note: Motion to approve financial statements by Knutson, 2nd by Anderson, motion carried.

- **Maple Ave. #205 Flooring Estimates** – Two estimates received; motion to accept low quote (Ramsey Flooring) estimate for \$4,274.60 and use MMCDC judgement for replacing back bedroom (a potential \$500 savings) by Anderson, 2nd by Knutson, motion carries.
- **West River Townhomes Discussion** – Robyn provided an update on the recent meeting with Mahube to update MOU, provide more case management (ID where \$ will come from), clarify % of outcomes data, Amanda and Brittney going on monthly inspections; are we reaching the end of our discussions or is there a need to continue to meet and there will be more meetings yet as there are still some issues to address.
- **Mtg with MMCDC and Bristlin regarding Affordable Housing in Lake Park** – staff contacted Bristlin and MMCDC to determine if there was interest in setting up a meeting to discuss affordable housing opportunities similar to what MMCDC is building in Frazee on lots in Lake Park. Both sides were interested so a meeting was set up and it seemed to go very well – staff will follow up to see what the parties decided to do.

7. **Balance Sheet and Budget to Actual Review**

8. **Economic Development**

- **Osage Mkt.** – owner was upbeat about recent financing meeting with bank in Park Rapids – review of PACE loan/process.
- **Wind Solar Hybrid Update** – Administrative Law Judge has provided his recommendations to the Public Utilities Commission which will render its recommendations within the next 1-3 months. Discussion about providing letter of support –staff will determine if this is o.k. to do for a project before the PUC, and if it is will draft letter for County Board consideration/signature.
- **County Landfill – Renewable Assessment Opportunity** - Review of Letter provided to the EDA Board by Cameron Baily, who is the Solar Policy and Planning Advisor to the Metropolitan Council and provided a list of technical solar and energy professionals brought together as part of an initiative termed “MN Brightfields Initiative” which looks at providing cost free professional, technical financial and regulatory expertise and analysis to assist local governments across MN to develop renewable energy projects at closed landfills. “All we ask for in return from MN Brightfields Initiative Communities is a commitment to the feasibility assessment process, as well as a real desire to see an execution of a renewable energy redevelopment project on their closed landfill should the assessment yield results that are favorable for development.” Some EDA discussion about the initiative; Nelson interest in exploring solar - to provide staff with AMC contact regarding recent OTP project; General EDA consensus to proceed with assessment/process.

9. **Broadband Mtg. with Legislators @ WCI on March 2nd.**

10. **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