

EDA Meeting Minutes



Regular Meeting
Thurs, Aug. 20, 2020
3:00 p.m.
Mtg. Rm., 3rd Flr.

Meeting called by:

Hank Ludtke

Type of meeting:

Regular Meeting

Attendees:

Larry Knutson, Hank Ludtke, Karen Mulari, Barry Nelson, Sean Felker, Abby Anderson

Board members absent:

Other Attendees:

Robyn Beck, Laura McKnight, Guy Fischer, Mary Hendrickson

Agenda Topics

1. **Call Meeting to Order:** Hank Ludtke called the Regular meeting to order at 3:00 p.m.
2. **Approval of Board Agenda:** Motion to approve agenda by Knutson 2nd by Felker, motion carried.
3. **Approval of June Meeting Minutes:** Motion to approve by Knutson 2nd by Nelson, motion carried.
4. **Balance Sheets/Paying of Bills:** Motion to approve Paying Bills by Felker, 2nd by Anderson, motion carried; motion to approve Balance Sheet/Financials, by Nelson, 2nd by Anderson, motion carried.
 - **From Check Register/Invoices Presented:** Workshop \$2,313.91, Hwy 34 Group Home \$758.90.00, Low Income Public Housing \$24,810.26; Willow Property \$2,057.15; Maple Ave. Apts. \$5,467.04, Hidden Hills Group Home \$225.00, West River Townhomes \$9,692.31, and Section 8 Voucher \$22,518.00
5. **Housing/Economic Development Update**
 - **MURL Loan Report:** Have signed document with Realtor (commission) by Sept. 1st. Equity from sale goes back into MURL revolving fund; state may look at revolving fund at some point, but the current maturity date for MURL is 2039.
 - **Proposed changes to the Public Housing Administration Plan (ACOP):** Discussion about over-housed (more room than the occupants may need) and offering a housing voucher to move (they could turn it down) What's the incentive? Not mandatory but will offer this on 5 year plan. Motion to submit proposed change HUD field, by Knutson, 2nd by Felker, motion carried.
 - **Covid-19 Waiver's List:** Motion to approve Covid-19 Waiver's List by Anderson, 2nd by Nelson, motion carried.
 - **Frazee Industrial Land Sale:** 3 acre purchase of industrial land; County will cover survey cost (\$2,000); Buyer HoiBros will pay \$9,000 and provide 10% (\$2,700) in earnest money. Hoiberg seeking to build storage sheds on site this fall; Frazee Zoning process (Sept. 1st) and Council Meeting on Sept. 14th. Purchase agreement draft provided – will update and send to Co. Attorney's Office for review. Motion to offer land (3 acre parcel) for \$9,000/acre by Knutson, 2nd by Mulari, motion carried.

- **CARES Grant Update:** Currently in Round 1 for profit businesses (\$1 million in grant funds available); First round of applications must be in by August 23rd; more discussion with Finance Committee about applicant selections; will discuss additional funding rounds and what that might look like when staff meets with Finance committee members on August 25th.
- **Tax Levy for 2021:** MMMCDC contract payment increase (5%) offset by increase in administrative dollars; Estimate of (-\$8,315) balance. No change in Levy is being requested from last year (\$124,350); Motion to leave levy as is for 2021 and support passage of Resolution 8-20-20: Tax Levy for 2021. Motion roll call of members (all present) all responded by saying aye. Motion carried.
- **Balance Sheet – Budget to Actual; motion to accept by Anderson, 2nd by Knutson, motion carried.**

6. **EDA Board – Open Forum:**

- **Fraze Downtown Infill Project (Denise Anderson):** Developing RFP for Structural Eng. and Design (assistance from Goldmark) anticipate Pharmacy will be one tenant; potential for Post office to move over. Trying to source local assistance and suppliers. Anticipate gap funding until all the commercial space is leased (15 yr. lease). Nelson requested more information on projects gap needs.
- **West River Townhomes Concrete Driveway Patch Work:** MHFA is pushing for the sectional concrete work to be done for all of the unit’s driveways. To date only one bid had been procured by Thune for replacing concrete segments/rebar in the area of the garage doors for all of the twelve units. Discussion centered around cost, other potential bidders and a request for more bidders.

7. **Meeting Adjourned.** Ludtke adjourned meeting at approximately 4:25 p.m.

ATTEST:

Respectfully submitted:

/s/ Guy Fischer

EDA Coordinator

/s/ Hank Ludtke

EDA Board President