



COUNTY OF BECKER

ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA MINUTES

Becker County
915 Lake Avenue
Detroit Lakes, MN 56501

Thursday, July 20th, 2023

3:30 PM

1st Floor Board Room Courthouse

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

MEETING AGENDA

- I. CALL REGULAR MEETING TO ORDER 3:30 PM –**
- II. APPROVAL OF REGULAR AGENDA**
- III. APPROVAL OF REGULAR MEETING MINUTES FROM JUNE 15TH, 2023**
- IV. CONSENT ITEMS (APPROVAL NEEDED)**
 - a. Check Registers, Paying Bills, Financials
 - b. Per Diem for Housing Subcommittee
- V. EDA MONTHLY REPORTS**
 - a. Budget Sheet
 - b. Balance Sheet
- VI. HOUSING UPDATES**
 - a. Minnesota Urban and Rural Homesteading (MURL) Update
 - b. Midwest Minnesota Community Development Corporation (MMCDC) Update
 - c. MN City Participation Program (MCP) Update
 - d. Housing Subcommittee Report
- VII. ECONOMIC DEVELOPMENT**
 - a. MMCDC Management Service Contract
 - b. EDA Budget Summary
 - c. Policies, Programs, Funding
 - d. EDA Specialist Update
- VIII. EDA BOARD – OPEN FORUM**
- IX. ADJOURN**



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ATTENDEES: Hank Ludtke, Sean Felker, Karen Mulari, Abby Anderson (via Teams), Erica Jepson, Tom Klyve

OTHER: Cody Piper (Becker County), Pat Oman (Becker County), Angela Lefebvre (Becker County), Laura McKnight (MMCDC), Robyn Beck (MMCDC), Julia Nelmark (MMCDC)

ABSENT: Richard Vareberg

Regular Meeting Minutes

- I. **CALL REGULAR MEETING TO ORDER @ 3:32 pm – Hank Ludtke**
- II. **APPROVAL OF REGULAR MEETING AGENDA – M/Klyve. S/Mulari. Motion carried.**
- III. **APPROVAL OF MEETING MINUTES FROM JUNE 15TH 2023 – M/Klyve. S/Mulari. Motion carried.**
- IV. **CONSENT ITEMS**
 - a. Approval of registers, bills, financials. **M/Jepson. S/Mulari. Motion carried.**
 - b. Per diem approval for housing subcommittee board members. **M/Mulari. S/Jepson. Motion carried.**
- V. **EDA MONTHLY REPORTS**
 - a. Budget Sheet – Discussion of CD rates and they are under contract. Rates are usually 12 months but one is 24 months. **M/Felker. S/Klyve. Motion carried.**
 - b. Balance Sheet - Motion to approve Balance Sheet. **M/Felker. S/Mulari. Motion carried.**
- VI. **HOUSING UPDATES**
 - a. MURL Update – (McKnight) Inquiry about release of restrictive covenants on sold MURL properties. They are 15 year covenant that times out so no release needs to be filed. One of the five properties that still exist has covenant that expires in 2024 and it would show on title. Frazee house (107 Maple Ave E) has been rejected by 3 movers to put a foundation under it citing that the house is too old and risk damage by moving due to condition of house. Board discussion on options for house, if any temporary fixes are worth doing, and what obligations may be required. Minnesota Housing Finance Agency informed MMCDC that the house cannot be purchased with MURL funds. Oman inquired if any Small Cities Development Grant Funds were available and offered reviewing new legislative funds coming available to make a recommendation. Further discussion about funds available for buying and replacing this property but it would be difficult to do at this time.
 - b. MMCDC Update – (McKnight) MHFA did inspection on Hidden Hills property that went well. Waiting list for voucher program is growing. Had a compliance inspection at West River Townhomes that went well. No recent capital improvements on houses.
 - c. MN City Participation Program – (Piper) Updated MCCP report shows usage is up to 155% from prior reports 85% for Becker County. Inquired response from MHFA how committed amounts are determined above the allocated amounts and will follow up at next meeting.



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- d. Housing Subcommittee Report – (Piper) Looking into funding options and updating EDA owned inventory to identify projects. Assisting prospective housing development inquiries and waiting on official requests to present to board for review. More discussion amongst board about MURL funds and committee is clarifying with MHFA about use of remaining funds.

Motion to approve housing updates and subcommittee report. M/Klyve. S/Jepson. Motion Carried.

VII. ECONOMIC DEVELOPMENT

- a. MMCDC Management Service Contract – (Oman) Contract presented for as this is the last year on contract and need a renewal or request proposal. Board discussion on continuing relationship between both parties, contract language, roles, and responsibilities of contract. Discussed options for new contract possibilities and history of prior contracts with MMCDC. Both parties expressed interest in continuing relationship. Board recommended that housing subcommittee review contract further. Both parties to present some recommendations at next meeting to discuss further.
- b. EDA Budget Summary – (Piper) Budget summary presented, included last three years. The levy amount has been the same. New projects and discussion on investments may warrant an increase in levy or sourcing alternative funding. New legislation funding coming available, discussion on recommendations for use of funding. Presented Intermediary Lending Program available through the USDA. Loan could be matched with funds from new legislation to create loan pool program.
Motion by Klyve for EDA Specialist to prepare application for Intermediary Relending Program (IRP) Loan. Seconded by Jepson. None opposed. Motion carried.
- c. EDA Specialist Update – (Piper) Update on ongoing inquiries, projects, and meetings that have been held or are upcoming. Invitation for member of board to attend upcoming meeting with rep from MN Department of Economic Development (DEED) to discuss funding. Attended conferences through membership organizations which have provided good resources for modeling potential projects. Informed board that Recreational Advisory Committee has started meeting again and will update projects going on with RAC.

VIII. EDA BOARD - OPEN FORUM

IX. REGULAR MEETING ADJOURNED @ 5:01 PM – **Hank Ludtke**

Respectfully submitted:

/s/ Cody Piper

Economic Development Specialist

/s/ Hank Ludtke

EDA Board President