



CHEDA Board Meeting Minutes
Tuesday, April 17, 2018, 7:00 a.m. + VTP

Present: Kurt Heldstab, Paul Eickhof, Steve Erickson, Leon Kremeier, Tom Vedbraaten and Lee Meier

Liaisons to the Board: Dale Stainbrook, and Angelica Weasner

CHEDA Staff: Craig Hoiseth, Theresa Sandness, Theresa Tahrán, and Tiffany Jones

Others present: Wayne Melbye, Mike Christopherson, Kristi Thorfinnson, Terri Heggie, Shannon Stassen, Bobby Baird, Jeff Fagerstrom, Clayton Briggs, Jake Fee, Bob Quandrud, and Kevin Ross.

Absent: Chris Bates, Craig Morgan

- 1) President Heldstab called the meeting to order at 7:05 a.m.
- 2) PUBLIC FORUM - None
- 3) *Motion: Member Vedbraaten moved to approve the April 17, 2018 CHEDA Board Meeting Agenda as presented, second by Kremeier. Motion carried unanimously.*
- 4) *Motion: Member Kremeier moved to approve the March 20, 2018 Board Meeting Minutes as presented, second by Heldstab. Motion carried unanimously.*

5) Consent Agenda

Motion: Member Kremeier moved to approve the consent agenda, second by Eickhof. Motion carried unanimously.

- a) CHEDA Bills Payable (Check44086-44214-44214, 44299-44308, Totaling \$490,459.47)

6) Main Agenda

- a) **Housing Rehab funds to City Per City Resolution 26532**—Hoiseth stated that on May 1st, the \$50,000 repayment of the funds borrowed from the City for additional Housing Rehab, is due to be transferred to pay back the City. He informed the Board that due to an accident and personal injury to one of the borrowers, Craig Larson was requesting a 2 month extension to pay back his rehab loan. Therefore, due to this loan not being returned on time, the funds necessary

would not be accessible through the Rehab account to pay back the City. Hoiseth stated he was: 1) Requesting an extension of Larson's loan for two months & 2) needed funds to be transferred from the Workforce account temporarily to pay back the City. These funds would be replenished when Larson payed his loan back. Steve Erickson asked if 2 months will be long enough for Craig Larson to get the work completed on the property. Hoiseth stated that was all Craig asked for.

Vedbraaten made a motion to extend Craig Larson's rehab loan two months and transfer the funds from the Workforce Fund, second by Meier. Motion carried unanimously.

- b) B3 Discussion-** Hoiseth stated he has had numerous feedback, mostly positive with some detractors, on the B3 incentive and that they will continue to solicit comment from the public. The Draft copy of B3 is up on the CHEDA website and hopes that it will continue to stir feedback. At the next meeting Hoiseth said the Board will be asked to provide some comment and continue to discussion on the program overall and discuss the possible changes that would be suggested in hopes to have it finalized towards mid-late summer. He acknowledged Jake Fee's vision in bringing this idea forward and asked him to further discuss his thoughts for the program. Fee stated that this is pretty much exactly what he was hoping for and that he is happy with the draft presented so far. Stassen mentioned that we should also incorporate Northland Community College students looking to start a business in Crookston to be able to apply, as they are not really in competition with UMC.
- c) Housing Study –** Hoiseth introduced Steve Griesert from Community Partners to present the Housing Study. Griesert discussed the Housing Study results which showed Crookston has been very successful in working the objectives identified in 2014. He went over multiple statistics on how they come up with findings and all the positive factors the City of Crookston has going for it. Recommendations were made as well as how to further the housing needs in Crookston.

7) Other Business

- a) Tour of Aggasiz Town Homes –** Hoiseth stated that the May meeting likely will be held at Craig Larson's rehab home and followed with a tour of the Aggasiz Townhomes. He requested an exact headcount so he can have the needed hardhats necessary for the tour of the active job site.
- b) Tour of DEE-**Hoiseth reminded everyone that after the meeting was adjourned the tour of Dee will commence with interested individuals driving themselves.

Board Reports

There were no Board reports

There being no further business to come before the board, President Heldstab adjourned the meeting at 8:30 a.m.

These minutes were officially approved on May 15, 2018

Attest: [Signature] and [Signature]
Board President Executive Director

