

MEETING MINUTES

CLARA CITY ECONOMIC DEVELOPMENT AUTHORITY (EDA) REGULAR MEETING

Monday
May 7, 2018
12:00 Noon

CITY HALL COUNCIL CHAMBERS CLARA CITY, MINNESOTA

Members present: Chip Goeman, James Thein, Chad Forkrud, Gary Nelson (12:40 p.m.), and Windy Block

Members absent: Robert Schwitters (excused) and Rhonda Pieper (excused)

Staff present: Gene Wenstrom (Director) and Michael Stordahl (Care Center Administrator)

Others present: Josie Oliver (Clara City Herald), Jeff Lopez (Chippewa County Commissioner), Marge Knudson (Child Care Aware), John Gill, and Pastor Steve Richards (Plymouth, MN)

1. Call to Order—*By President Chip Goeman at 12:03 p.m. A Quorum was declared as being present.*

2. Additions/Deletions/Modifications/Approval of Agenda

***Action taken:** M/S/P 4-0 (Thein/Forkrud) to approve the Meeting Agenda with the addition of Agenda Item No. 7 (D) 1st Quarter Operations Report, ending March 31, 2018, for the Assisted Living Center.*

3. Approval of Minutes

3. (A) Regular Meeting Minutes for April 9, 2018

***Action taken:** M/S/P 4-0 (Forkrud/Thein) to approve as presented the Meeting Minutes for the regular EDA Meeting of April 9, 2018.*

4. Communications/Notices

4. (A) Email, dated May 1, 2018, from Aaron Backman regarding Corridors of Commerce awards—*Staff reviewed the memo regarding the suggestion to the Highway 23 Coalition members and backers that all should support a constitutional amendment that would dedicate all sales tax collected on auto parts for roads and bridges in Minnesota.*

5. Reports from Officers and Committees

5. (A) Financial Report—*Staff reported that there has been little change in the figures and will continue as such until the future receipt of additional tax increment amounts.*

5. (B) Loan Servicing Requests, if any—*Staff reported that there are none to consider.*

6. Reports from Staff and Administrative Officers

6. (A) Consideration of receiving the monthly update on items of interest to the EDA as authored and reported by Economic Development Consultant Gene Wenstrom

Action taken: *Gene Wenstrom, EDA Director, reviewed his May 2018 Report for the Commissioners and answered their questions. This was informational only and no official action was requested nor taken.*

7. General Business

7. (A) Consideration of receiving information about best practices and other vital information regarding childcare from Marge Knudson, District Manager & Regional Coordinator for Child Care Aware of Minnesota West/Central District. Ms. Knudson offices out of the Prairie Five Community Action Agency in Montevideo, MN.

Action taken: *Ms. Knudson provided many professional insights and personal experiences regarding the child care dilemma as faced by a multitude of constituencies within the region. She placed a heavy emphasis on training and explained the 4-start rating system for child care facilities/providers. Ms. Knudson encouraged the Board to further explore focusing its efforts on and supporting the growth of local-based licensed child care facilities. In addition, she suggested researching a school-based approach for possible implementation.*

Following a Q & A session between the Board and Ms. Knudson, Chairman Goeman thanked Ms. Knudson for attending this meeting and for sharing her knowledge and experience regarding the child care services dilemma. He then offered to invite Ms. Sheri Broderius, Superintendent of the MACCRAY Public Schools, to the June 2018 EDA Meeting for continued dialogue regarding the feasibility of developing a school-based child care facility in the community. As this was informational and discussion only, no official action was requested nor taken.

Commissioner Gary Nelson arrived at the meeting at 12:40 p.m. and assumed his position at the table.

7. (B) Consideration of receiving a draft version of a policy entitled “Clara City Industrial Land Pricing Write-Down Policy” and giving it a first look. Staff briefly reviewed the policy for the Commissioners and answered questions.

Action taken: *Chairman Goeman declared that the draft of the “Clara City Industrial Land Pricing Write-Down Policy” is to be placed on the agenda for the June 11, 2018, regular EDA Meeting for consideration of adopting and/or amending. As such, no official action was requested nor taken at this time.*

7. (C) Consideration of providing any comments or concerns that any of the Commissioners may have regarding the 2018 Housing Study which was released in draft form at a special session of the Planning Commission on April 18th by Steve Griesert, Community Partners Research, Inc.

Action taken: *Commissioner Forkrud expressed his wishes that the author ought to offer some professional opinions about the feasibility of developing a market rate project without the benefit of any known or available subsidies. He also advocated for the adding of some type of a plan or strategy with regard to how the EDA could facilitate the renovation or demolition of the old junior high school facility.*

7. (D) Consideration of receiving and approving the First Quarter Operations Report, ending March 31, 2018, for the Assisted Living Center. Michael Stordahl, Care Center Administrator, presented the report along with reports which detailed the occupancy rates for the facility since its opening in FY 2015.

Action taken: M/S/P 5-0 (Thein/Forkrud) to acknowledge and approve the First Quarter Operation's Report, ending March 31, 2018, for the Clara City Assisted Living Center, as presented by Michael Stordahl, Care Center Administrator. The reports revealed that 18 of the 24 available units were rented as of April 2018. The 1st Quarter Financial Report of Operations (1/1/18-03/31/18) showed an income (loss) of (\$68,025) for the 2018 calendar year to date.

8. ***Announcements***—Chairman Goeman reminded the Commissioners that the next regular meeting of the EDA is scheduled for Monday, June 11, 2018, 12:00 Noon, at the City Hall.
9. ***Adjournment***—M/S/P 5-0 (Nelson/Thein)) to adjourn this Meeting. As such, Chairman Goeman recognized the passage of the motion and declared the Meeting to be adjourned as of 1:33 P.M.

APPROVED ON: _____
Date

ATTEST: _____
Winthro C. Block, City Administrator