

**City of Battle Lake
Economic Development Authority
Thursday, August 5, 2020**

The Battle Lake Economic Development Authority met in regular session on Thursday August 5, 2020 with some members participating via video conference pursuant to Minn. Stat. 13D.021 due to a health pandemic. Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Gene Kelm, Steve Young, Leigh Shebeck, Darren Kern, Josie Schmidt, and Don Maslow present. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer and Barbara Dacy from the Otter Tail County HRA.

Shebeck made a motion to approve the agenda. Kelm seconded. With a roll call vote, those in favor included Dorn, Kelm, Schmidt, Kern, Young, Maslow and Shebeck with no member voting no. MCU

Shebeck made a motion to approve the minutes. Kelm seconded. With a roll call vote, those in favor included Dorn, Kelm, Schmidt, Kern, Young, Maslow and Shebeck with no member voting no. MCU

Shebeck made a motion to approve the financials. Dorn seconded. With a roll call vote, those in favor included Dorn, Kelm, Schmidt, Young, Kern, Maslow and Shebeck with no member voting no. MCU

Visitor: Barbara Dacy from Otter Tail County HRA.

- Dacy has been working with Martin on an application for MN Housing for Hidden Meadows. After they both did research, they found that it would be best to hold off until next year for an application. More research and information need to be gathered. Here are the details of the application:
 - Can be affordable or workforce housing
 - Funding round is next April with construction occurring late fall or the following spring
 - One option for an application is a value gap which is the cost of construction minus the appraised value – the gap amount becomes the request.
 - Another option is for an affordability gap – this is the difference between the cost of construction and what the homeowner can afford. This would have income limits for the property owner and that would be determined with the application.
 - Several partners could come into play: HRA, EDA, CDA, property owner, contractor, etc. A team needs to assemble with these players to make some decision and move forward with the application. Team members will include Dacy, Dorn, Young, Kern, Martin, builder/contractor, homeowner and maybe others. This team would need to do research to establish a good application. Including:
 - Need for housing
 - Target market
 - House design and prepare examples
 - Work with the design requirements of the program
 - EDA Commissioners agreed to move forward with the project and to assemble the team.
 - Expenses related to the project may be a cost share with the HRA and can be reimbursed through the grant.
- Young had some questions for Dacy on multi-family options to help lower rent.

Updates:

COVID-19:

- **Emergency Fund:** Donations continue to trickle in.
- **Communication and Weekly Flyers:** Martin continues to provide weekly resources for our area businesses along with creating a weekly flyer that gets posted on Facebook. Martin shared communication she received from the MN Department of Health with the businesses.

Hatchery Row:

- Continued work on environmental study and the survey.

Wenonga Days Activities:

- Things seemed to go well with no concerns.

Otter Tail County Community Development Agency: Martin reported on the meeting yesterday with the following details:

- Continue to process grant funds to businesses
- The CDA discussed the idea of a down-payment assistance program for housing– they will continue to work on this.
- Reported a grant that was given to Ottertail City to assist with the development of 11 lots throughout the County
- Spent some time discussing the CARES Act funding for the County. The CDA will be responsible for the distribution to the businesses.

Other Updates/Discussion Items:

- October meeting will be held on the 8th rather than the 1st.
- Kern reported on the plan for the start of the school year due to COVID-19. They plan to have school in person for all grades at this point.

Adjourn at 8:10 a.m.

Valerie J. Martin, Clerk/Treasurer/EDA Director/Zoning Officer