

**City of Battle Lake  
Economic Development Authority  
Thursday, April 8, 2021**

The Battle Lake Economic Development Authority met in regular session on Thursday April 8, 2021. Randy Dorn called the meeting to order at 7:00 a.m. with Commissioners Leigh Shebeck, Don Maslow, Steve Young and Josie Schmidt present. Absent was Richard Bullard. Also present was Val Martin, Clerk/Treasurer/EDA Director/Zoning Officer.

Young made a motion to approve the agenda. Shebeck seconded. MCU

Kern made a motion to approve the minutes. Shebeck seconded. MCU

Shebeck made a motion to approve the financials. Dorn seconded. MCU

Robert and Kari Dorn were in attendance to introduce their new business, Icebox Fitness, to the EDA. They are located just outside of the north City limits on Highway 78.

**Housing Study and Survey**

Barbara Dacy and Tanya Westra from Otter Tail County HRA, Alexander Johnson from West Central Initiative and Ryan Pesch from U of Minnesota were in attendance to present the information on the housing study and survey.

- Alexander Johnson went through the general information on the Housing Study with the following conclusions:
  - There is a shifting housing demand.
  - There is a growing population.
  - Housing is a scarce resource.
- Ryan Pesch went through the information from the surveys and some conclusions:
  - 1285 mailings within a 5-zip code area with 394 responses. We had 104 online responses. This was a different survey, and the results were not included.
  - Narrowed down the information to provide us with fairly stable information.
  - With that information, it was determined that at least three people plan on or want to build within the City of Battle Lake.
- Barbara Dacy reviewed the next steps:
  - Home design – start with what we have. Dorn can provide this to Tanya Westra. She can make sure the design meets the criteria of MN Housing. Westra and possibly another member of the Housing Committee should meet with MN Housing to get some questions answered.
  - Cost of project – need to find out what it is the current cost of materials and labor after design has been looked at. Dorn will also visit with the contractors to see if their price remains the same.
  - An appraisal needs to be done for the application.
  - Start working on preliminary budget – figure out the amount of gap and determine how many houses to include in the application.
  - Review the application with the EDA after it has been done prior to sending to MN Housing.
  - Start working on preliminary marketing plan for the housing.

**COVID-19 – Assistance to Businesses**

- Martin hasn't completed financials, but the majority of the funds have been distributed with some additional funds available in case there is a need.

**Hatchery Row:**

- Tax Increment Financing
  - Hearing to be held April 13<sup>th</sup> with terms of TIF Agreement established prior to the meeting.
- Demolition – Review bids at the April 13<sup>th</sup> council meeting.
- DEED grant was awarded for \$174,900.
- Goodneighbors is working on the final design.

**Goals and Priorities for 2021** – Tabled.

**Tax Forfeiture Property** – Tabled

**Housing Committee** – Martin will set up a meeting with Tim Underhill and the Housing Committee to explore development options for his property.

**Career Page** – Will continue to work with Otter Tail County. Their portal will go live soon, and we will have a link to it. We will also narrow down the search to Battle Lake. Businesses will get information on where to list their job openings.

CDA minutes were distributed and reviewed.

Next meeting is Thursday, April 8, 2021.

Adjourn at 8:05 a.m.

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