

Minutes  
of the  
Regular Meeting Of  
DETROIT LAKES DEVELOPMENT AUTHORITY  
Tuesday, May15, 2007  
4:30 PM  
Conference Room  
City Administration Building

MEMBERS PRESENT: Jim Anderson, Dixie Johnson, Matt Brenk, Mark Hagen, Tom Klyve, Mary Beth Gilsdorf

MEMBERS ABSENT: Greg Hildenbrand

OTHERS PRESENT: Larry Remmen, Community Development Director, Nancy Wichmann, Richard Grabow, Cyndi Anderson, Pat Lindquist, Ron Zeman, Deb Wimmer, Scott Mehlaflaff, Kathy Coyle, Bruce Imholte, Pippi Mayfield

**I. Call To Order:**

Chairman Jim Anderson called the meeting of the Detroit Lakes Development Authority to order at 4:30 PM in the Conference Room of the City Administration Building, 1025 Roosevelt Avenue on Tuesday, May 1, 2007. All members of the Authority have been duly notified of the meeting and the business to be transacted.

**II. Minutes:**

A motion was made by Commissioner Tom Klyve, seconded by Commissioner Mark Hagen and carried unanimously to approve the minutes of the regular meeting held April 3, 2007 as presented.

**III. Financials:**

**A. None**

**IV. Old Business:**

**A. None**

**V. New Business:**

**A. Highway 10 Gateway District Sign**

For information purposes only Larry Remmen reported that the Highway 10 gateway sign was blown down during a wind storm. The City's Street Department has agreed to re-construct the sign.

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#### **B. Discussion Regarding A Conference Center**

At the Council's Strategic Planning, the Mayor requested the Development Authority place the discussion of a conference center on the agenda.

In 2004, the Authority discussed financing a conference center. One proposal that was made would cost \$4.5 million dollars. Based on past studies, the financing of the project was a problem. In the past, Fergus Falls and Willmar were two cities that had constructed convention centers that were looked at. Since that time, there are more centers that have been constructed around the Detroit Lakes area. Commissioner Dixie Johnson commented that the past convention center attempt was unable to draw any type of major hotel chain to show any interest in Detroit Lakes.

Commissioner Tom Klyve suggested the Authority consider if the project is a viable project and can the financing of the project be sustained.

In years past, the Authority did receive a feasibility study completed by Cameros. It was agreed that the Authority would review the past study and discuss it at the next meeting.

Councilmember Bruce Imholte suggested utilizing the West Lake Drive area, purchasing land for sale and implementing the current businesses in the plan for a convention center. Dixie Johnson pointed out that hotels that were contacted wanted a highway location. Scott Mehlhoff agreed that a highway location was important for hotels. Larry Remmen will check the value of property and land for sale in the West Lake Drive area.

USDA local representative Kathy Coyle suggested applying for a grant as a funding tool, for things such as a feasibility study for the convention center. She is looking for a strong application to submit Washington in the middle of June. Most points are given to grants under \$100,000 and receive a higher score if matching money is available. The grant application would have to be submitted by mid-June.

The Authority agreed to hold a special meeting, next Tuesday, May 22<sup>nd</sup> at 4:30 to discuss the previous study and how to proceed with submitting a grant for funding.

#### **C. Other Tower Road Industrial Park Plat**

Both the Planning Commission and the City Council have reviewed and discussed the Tower Road Industrial Park plat, with approval subject to conditions of the placement of a 50' buffer on the north, west and south side, including a berm with plantings.

The following are some of the options available for discussion:

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1. 50 Foot Wide Landscape Easement

A 50 foot wide landscape easement will be provided along the north and west side of the plat except where road right of way is planned. A 50 foot wide landscape easement will also be provided along the south end of Lots 2,3, 4, 5, 9 and 10 of Block Four.

2. Northerly Landscape Plan

The northerly easement will contain a 10 foot wide area for a bike path, a 4 to 6 foot high berm, a row of flowering crabs spaced 25 feet on center and two rows of evergreens alternating between spaces every 25 feet on center.

3. Westerly Landscape Plan

The westerly easement will contain a four to six foot high berm and two rows of evergreens 25 feet on center alternating between spaces.

4. Southerly Landscape Plan

The southerly landscape plan will consist of the planting of three rows of evergreens spaced 25 feet apart alternating between spaces. No earth berm is planned for this area.

The entire plan involves approximately 700 trees.

The cost to construct the proposed landscape improvements is considerable.

The berms along the north and west side are estimated to cost \$78,000 to \$117,000 to construct.

Plant materials are estimated to cost \$6,000 to \$20,000 depending on the size of plants to be used. For example:

Flower crabs cost \$50.00 each

Spruce trees cost from \$10.00 to \$70.00

Seedlings cost \$1.00 each

A berm on the south side of the plat would not prove to be beneficial as it is bordered by wetlands.

The total cost can be reduced if we use excess material from street projects and construct the berms over time. City Engineer, Gary Nansen said the fill from the construction of Tower Road could be used for the buffer project.

Council member Bruce Imholte suggested a person who is familiar with types of trees review the plan and make suggestions.

The Development Authority could incorporate the project cost into the cost of the lots. The Council is looking for a plan with a 50' strip as a buffer on the north and the west side. The Development Authority would enter into a Development Agreement for the project.

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A motion was made by Commissioner Matt Brenk seconded by Commissioner Dixie Johnson and carried unanimously to approve the 50' wide easement buffer with berms to include plantings, subject to review and discussion of the type of plantings to be used.

**VI. Adjournment**

There being no further business to bring before the Board, the meeting was adjourned.

Signed

Larry Remmen  
Community Development Director