

Minutes
of the
Regular Meeting Of
DETROIT LAKES DEVELOPMENT AUTHORITY
Tuesday, May 22, 2007
4:30 PM
Conference Room
City Administration Building

MEMBERS PRESENT: Jim Anderson, Matt Brenk, Mark Hagen, Tom Klyve, Mary Beth Gilsdorf, Greg Hildenbrand

MEMBERS ABSENT: Dixie Johnson

OTHERS PRESENT: Larry Remmen, Community Development Director, Nancy Wichmann, Richard Grabow,

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 22, 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 Mary Beth Gilsdorf seconded by Commissioner Matt Brenk and carried unanimously to approve the minutes of the regular meeting held May 15, 2007 as presented.

III. Financials:

None

IV. Old Business

A. Discussion Of Conference Center

The Authority reviewed the Conference Center Study prepared in 1995 by Cameros. New information will have to be incorporated into the existing study to bring it up to date. Chairman Anderson reported the Legislature passed a three year sales tax moratorium. Mayor Buboltz would like to see the conference center funding for Detroit Lakes to be placed on the State Bonding Bill, June 25th.

With new information being added to the existing study, a concentration of marketing area should be addressed.

- How many area organizations would be using the convention center?
- How many convention centers are located near our area that would be competition for the DL convention center?

The request for funding from the Legislature should be able to be amended as far as center size, location and whether the City proceeds with the construction of convention center.

Chairman Jim Anderson reported that the Community Strategies Committee discussed combining a design group such as RDG, who would already be doing market research for the redevelopment project, to take their marketing research a step further to include the conference center proposal. The intent is to apply for a USDA grant to fund 49% of the Conference Center Study and the Downtown Redevelopment for approximately \$80,000 with a request to the City Council that the City commit to funding up to 51% of the study.

Cyndi Anderson, Mosaic Consulting submitted a proposal to write the USDA grant for \$1,200 to \$1,800. It would take approximately 25 to 40 hours to write the grant, and the Authority agreed her proposal was a favorable price.

Mark Hagen reported he had spoken to references about the RDG representative that is working on the Park Rapids Project and he was highly recommended as a visionary planner. Hagen suggested tying the Conference Center Study, Transportation Trolley Development System development along with the West Lake Drive development. Input on the RFP would involve many committees and meetings to develop the request.

A motion was made by Commissioner Mary Beth Gilsdorf, seconded by Commissioner Tom Klyve and carried unanimously to have Cyndi Anderson, Mosaic Consulting, write a grant requesting USDA Rural Development Funding (up to \$40,000) for a Redevelopment Study for Detroit Lakes.

A motion was made by Commissioner Matt Brenk, seconded by Commissioner Mark Hagen and carried unanimously to request from the City Council, matching funds of \$40,800 (51%) along with a USDA Rural Development Grant to fund a redevelopment study for Detroit Lakes to include the Highway 10 Corridor through town, Washington Avenue & West Lake Drive to County Road 6 and to include a feasibility and market analysis for a Conference Center.

**B. Other
None**

V. New Business:

A. Highway 10 Airport Sign

Larry Remmen had nothing to report on the Highway 10 Airport Sign

B. Other

Larry Remmen reported that Becker County presented a request to use the remainder of the 20 JOBZ acres swapped from the City to the County for other redevelopment projects. The swapped acreage is a low ground area.

A motion was made by Commissioner Matt Brenk, seconded by Commissioner Mark Hagen and carried unanimously to request approval from the City Council for

Becker County to utilize the remainder of the JOBZ swap for other County projects.

Larry Remmen reported that in November of 2006 Scott Busker and Jim Wood agreed to purchase a \$23,000 lot in the North Industrial Park. There has been a delay in closing for financial reasons.

A motion was made by Mary Beth Gilsdorf, seconded by Commissioner Mark Hagen and unanimously agreed to have Scott Busker and Jim Wood sign a purchase agreement with the Development Authority and to close on the lot by June 30th and complete construction of a building by November of 2007. They are also required to sign a purchase agreement and pay \$1,000 in earnest money.

VI. Adjournment

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

Signed

Larry Remmen
Community Development Director