

# Cavalier County Job Development Authority

## CCJDA BOARD OF DIRECTORS MEETING

September 6, 2011

The Cavalier County Job Development Authority Board of Directors met Wednesday, September 6, 7:30 a.m. at the Langdon NDSU Research Extension Center with Chairman Don Haugen presiding. Additional board members in attendance included Duane Otto, Clint Eskilsen, Mike Granlund, Randy Mehlhoff, Ron Beneda, Ole Nowatzki, John Delebo, Mark Zimmer and Susan Fay Crockett. CCJDA Executive Director Carol Goodman and Strategic Plan Coordinator Shannon Duerr were also in attendance.

The minutes of the August meeting had been provided to the board members electronically prior to the meeting. After asking for additions or corrections (none), Chairman Haugen accepted a motion by Ole, second by Duane to approve the minutes. Motion carried.

Carol reviewed the August financial reports. The office continues to work with Photo Shoppe, a Small Claims has been submitted through the Clerk of Court for Tropic Heat/Dale Plummer, and the Viking Café has caught up on payments. Susan Fay moved to accept the reports and approve the August bills, second by Mark, motion carried.

**Minutes, Financials and August Office Reports are all on file in the CCJDA Office.**

### **Reports from around the County:**

Ole noted the county budget process that is underway. Ron gave an update on the county harvest situation, and Clint mentioned that the Nekoma Post Office has been closed as part of the national downsizing. Milton Post Office has also been closed. Randy mentioned that the annual "potato dig" at the LREC was underway.

### **Old Business:**

-Carol and Shannon asked the board members to take a look at the four concepts developed for the Boyd Block Plaza project by Hepper-Olson Architects. Several suggestions have already been made by various groups and the office will continue to work with the firm to incorporate those into the design.

-Carol has been working with Scott Stewart to file the Summary Judgement against Datatic in California and is also considering a formal complaint with the California Board of Corporations (same as ND Securities Commission). We will continue to press for satisfaction of the loans.

-The Board discussed at length the stage the Mickelsen redevelopment project is in. Carol reviewed all activities from the previous nine months, the success of the funding requests and the current and future financial obligations. Near-term, an appraisal will have to be conducted for the property and a direct/business marketing campaign developed. Carol discussed the fact that the Mickelsen project is different from anything else we have ever done due to the fact that the cost of development is covered by office staff and operations. The Mickelsen project has required us to seek and pay for outside expertise in order to participate in the overall ND UAS effort, i.e. feasibility study, partner selection process, and the site Master Plan. Over the past approximately 2.5 years, CCJDA has invested \$16,837.82 in the project over and above the amount that came in due to fund-raising. Those funds have come directly from the CCJDA mill levy budget. Since there will be undetermined needs for the Mickelsen project in the future, Randy made a motion that "designated MRC as our top priority" for the coming year, second by Susan Fay, motion carried.

Duane made a motion to request a reimbursement for CCJDA's investment from City Sales Tax, second by Clint, motion carried. Carol will present the Mickelsen reports and the funding request to City Commission at their meeting September 12.

**New Business:**

-Carol met with the County Commissioners September 6 and requested the continuation of the four mills for county economic development. CCJDA board members reviewed the proposed 2012 CCJDA Budget, noting the increase in health insurance and in the 2% employer contribution to retirement as mandated by the 2011 Legislature. Since the County Commissioners had approved covering that increase, CCJDA would do likewise. Ron asked if any raises were included in the budget—there are not. The final budget will be determined when the county know the value of the mill. Duane moved to accept the proposed budget, second by Mike, motion carried.

-Carol reviewed a potential revenue opportunity for CCJDA. The USDA Rural Development Champion/REAP (Rural Economic Area Partners) Alliance has sent out an RFP to carry out a varied program of economic development information. CCJDA has an extensive track record to share with the economic development network, and Carol asked for approval to submit a proposal. If awarded the grant, it would be an opportunity to improve the CCJDA financial picture into the future. Mike made a motion for the office to proceed with a proposal, second by John, motion carried.

-The Grand Forks Military Affairs Committee and the Base Re-alignment Impact Commission will be coming to the community for a tour of the Mickelsen site September 27. Carol invited the board to join the group at the LREC at 9:00 a.m. for coffee and the briefing presentation.

-The report to the City Commission on the Comprehensive Housing Study will be Monday, September 26 at their regular meeting.

No further business, meeting adjourned.

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Don Haugen, Chairman

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Carol Goodman, Recorded