

Valley City-Barnes County Development Corporation Special Board Meeting

Monday, March 13, 2017

6:45 a.m., Regional Technology Center, 415 Winter Show Road (Large Conference Room)

PRESENT: JoAnn Hooper, George Gaukler, Josh Kasowski, Paige Bjornson, Bobby Koepplin, Mary Simonson, Bill Carlblom, Luke Trapp, Dean Kinney, Jennifer Feist and Alicia Hoffarth

ABSENT: Tony Kobbervig, Wade Bruns, Leighton Smith and Mike Metcalf

EX-OFFICIO: Keith Anderson, ICTC; Chad Petersen, KLJ and Jeff Bopp, VCACTC

President-Elect JoAnn Hooper called the meeting to order at 6:45 a.m.

Changes to the Agenda: Add 9B-March 21st Event \$500 Request and 10G-Planning & Zoning March 15th Meeting; Strike 10B-Tech II Energy Study

Minutes: Mary Simonson moved to approve February 6th minutes. Luke Trapp seconded. Motion carried unanimously.

Financial Statements: Membership-\$53,890 with \$4,110 to meet budget; Flex PACE-\$949,709 committed; Roundtable-\$12,951 less \$7,000 outstanding commitments plus 3 years at \$50,000/year approved by the City. Mary Simonson moved to approve the financial statements as submitted. Josh Kasowski seconded. Motion carried unanimously.

EXECUTIVE SESSION: 7:00 a.m. Josh Kasowski moved to go into Executive Session. Paige Bjornson seconded. Motion carried unanimously.

CLOSE EXECUTIVE SESSION: 7:25 a.m. Mary Simonson moved to close the Executive Session. Paige Bjornson seconded. Motion carried unanimously.

ND Winter Show: Josh Kasowski declared a conflict of interest. Mary Simonson moved to recognize conflict of interest and Josh Kasowski will not be voting. Paige Bjornson seconded. Motion carried unanimously. ND Winter Show is requesting \$12,000 to access the Flex PACE Program. Mary Simonson moved to approve a \$12,000 Flex PACE loan for the ND Winter Show. Paige Bjornson seconded. Motion carried. Josh Kasowski abstained.

Blush Boutique: Josh Kasowski declared a conflict of interest. Paige Bjornson moved to recognize conflict of interest and Josh Kasowski will not be voting. Mary Simonson seconded. Motion carried unanimously. The owners of Blush Boutique, Penny and Bryan Wolla, are requesting \$7,500 to access the Flex PACE Program. Mary Simonson moved to approve a \$7,500 Flex PACE loan for Penny and Bryan Wolla and Blush Boutique. Paige Bjornson seconded. Motion carried. Josh Kasowski abstained.

Legislative Reception: Hosted by Sheyenne Valley Growth Alliance, March 27th from 5:30-7:30 at the Kelly Inn in Bismarck. Requesting \$2,000 of Roundtable Funds to sponsor the event; total budget is \$5,000. Mary Simonson moved to approve \$2,000 from Roundtable Funds. George Gaukler seconded. Motion carried unanimously.

Eagle Creek: April 25th is the next class. The commitment letter needs to be signed by March 31st and commitment drawn on by April 30th. Need to request the deadline to draw on funds be extended. George Gaukler moved to approve executing the commitment letter with a six-month extension to draw funds and include a requirement of having a contract in place with Eagle Creek prior to advancing funds. Bobby Koepplin seconded. Motion carried unanimously. Mary Simonson moved to approve \$500 from Small Projects for the March 21st recruiting event at VCSU. George Gaukler seconded. Motion carried unanimously.

Director's Report: NW Industrial Park Building-sprinkler system repairs, \$5,000 estimated cost, not included in budget. Current year-loan from VCBCDC is \$20,800. George Gaukler moved to loan VCDC \$5,000 to cover cost of repairs and add to the loan. Paige Bjornson seconded. Motion carried unanimously. Retention & Recruiting

Coordinator-See report. Working to develop contacts, list of individuals in community who can help with recruiting; looking at communication options, Young Professionals Group, etc. Started Job Service Training on employee side. Worked with Career & Technology Center: receiving grant and designated as a regional site for training/adult education. Guaranteed \$300,000 + for 3 years. Office Space-discussed with Greg Burchill. Would be better to have the retail business in their building in a downtown location and ND Winter Show could rent that space. Numerous office locations in town. Regional Council and State Meeting-pending, to review CDBG contract. Page in contract may have been replaced with page with different date. Our documentation shows we have the full 5 years. Flex PACE-need detailed discussion on additional funding. Planning and Zoning-public meeting regarding zoning changes for all property owners is March 15. Cleaning up zoning; P & Z did not rescind motion regarding Pizza Corner- will remain B1 but should be B2. Issue on East Main-B1 now. B1 is reserved for downtown business district and mixed use. B2-used for businesses that rely on main streets. PTO-March 20th.

There being no further business, President-Elect JoAnn Hooper adjourned the meeting.

Respectfully Submitted

Jennifer Feist, Director of Development