

**City of Moorhead**  
**Economic Development Authority**  
**Meeting Minutes**  
**April 08, 2013 at 11:45 AM**  
**1st Floor, Council Chambers, Moorhead City Hall**

Pursuant to due call and notice thereof, a regular meeting of the Economic Development Authority was held in the 1st Floor, Council Chambers, Moorhead City Hall, on April 08, 2013, at 11:45 AM.

**Roll call of the members was made as follows:**

Board Member:	Les Bakke	Present
Board Member:	Bob Buth	Present
Board Member:	Violet Deilke	Present
3rd Ward Council Member:	Brenda Elmer	Present
Board Member:	Jeff Frider	<i>Absent</i>
4th Ward Council Member:	Steve Gehertz	<i>Absent</i>
Board Member:	Ray Grefsheim	Present
Board Member:	Kris Gulsvig	Present
Board Member:	Charley Johnson	Present
Board Member:	Jim Steen	Present
Board Member:	Dave Sederquist	Present

**Others Present:**

Peter Doll, Development Services Manager  
Scott Hutchins, Director of Community Services  
Michael Redlinger, City Manager

Amy Thorpe, Community Services Planner  
Lisa Vatnsdal, Community Development Manager

1. [Call meeting to Order / Roll Call](#)
2. [Agenda Amendments](#) – None
3. **Approve Minutes** – None
4. [Citizens Addressing the Board](#) – None
5. [Commissioners' Reports](#) – None
6. [Update on Actions Related to Stonemill Estates & Johnson Farms Subdivisions - Hutchins & Doll](#)

Minutes: Hutchins provided the board with an overview of materials found in the packet. The City Council will take action at their April 8 meeting on the following:

- Resolution to Approve Removal of Undeveloped Parcels from the Stonemill Estates Tax Increments Financing District
- Resolution to Approve Budget Adjustment in the amount of \$25,000 to Support On-Site Maintenance and Marketing (Stonemill Estates and Johnson Farms)
- Resolution to Approve Agricultural Lease Agreements for City Owned Land (Stonemill Estates and Johnson Farms).

Commissioners requested clarification on the following

- What were the concerns of builders and developers? Do they understand that the City must sell the lots? Response: Builders and developers have received information from the Mayor and City Council noting the circumstances regarding these lots and policy objectives of the City. Marketing and communications efforts will hopefully stimulate market and grow the pool of potential buyers. Need to

strike an appropriate balance between aggressively marketing city lots without undermining current developers.

- What is the nature of the covenants that are so problematic? Response: Covenants were a product of the development. It was the belief that participation with Greater Minnesota Housing would stimulate different housing styles and trends and the plat has alleys which did not sell in the Moorhead market. There was also an “architectural review board” process which was convoluted and difficult. Will work to strike a balance between what is not working but still afford some general protections to the current homeowners. There will be a Stonemill neighborhood meeting this Wednesday at Reinertsen Elementary School.
- Why agricultural leases? Response: The City leases land to farming interests to control weeds, grass, and other maintenance issues.
- How much of the marketing budget will be performed in-house and how much will be subcontracted?
  - Moving of dirt piles / maintenance - City will get little to no rent for ag leases but will trade services such as grass mowing, weed control, etc.
  - Marketing of Properties - Signs placed on lots which are for sale and will be limited MLS both of which will be outsourced.
  - Why the budget adjustment? A general fund “loan” of \$25,000 loan will be used to pay for these services and when proceeds come in from the sale of properties, the general fund would be reimbursed.

7. [Actions Related to "Make Moorhead Home" Marketing Campaign - Hutchins & Vatnsdal](#)

- A Recommend Approval of City-wide Buyer Incentive Program to Assist Single Family Buyers Building or Purchasing Newly Constructed Homes
- B Recommend Transfer of up to \$500,000 from the City / West Central Initiative Revolving Loan Fund

Minutes: Hutchins provided an overview of materials provided in the packet. City-wide housing incentive loan program to attract first time, single family buyers of newly constructed homes. Funds would come from the West Central Initiative Revolving Loan Fund.

Commissioners asked for clarification on the following:

- How would the program be marketed? Response: Parade of Homes advertising, radio ads, first time homebuyers classes.
- Suggested adding “MPS Water Awards” and the like to the Make Moorhead Home website.
- How did you determine the loan amount should be \$5,000? Response: Stakeholders were asked to provide feedback on what amount would make a difference to their clients.

**Motion to Approve made by Les Bakke and seconded by Brenda Elmer**

Motion to Recommend Approval to City Council Actions Related to "Make Moorhead Home" Marketing Campaign

*Motion Passed: For: 9; Against: 0; Abstain: 0; Absent: 2*

8. [1 Ave N Redevelopment Project: Review Draft "Business Terms" of Development Assistance Agreement \(Discussion Only\) - Doll](#)

Minutes: Doll provided a brief overview of the general business terms of the Development Assistance Agreement as found on page 17.

Commissioners requested clarification of the following:

- When would you find out if the project was awarded a grant? Response: Most likely in June.
- Have you heard of any other “competing” out-state projects. Response: No.
- When does the cleanup occur? Response: In accordance with the Response Action Plan approved by Minnesota Pollution Control Agency. In this case, the contamination would managed before construction would begin for each phase of the project with the most contaminated soils begin managed with Phase I.

**9. 2013 Legislative Update - Hutchins**

Minutes: Hutchins referred to the most recent legislative update sent to commissioners by City Manager Redlinger. **[Update referenced during the meeting added to Agenda Packet.]**

- Bonding Bill (includes Moorhead’s flood mitigation request)
  - Governors is releasing bonding bill today
  - House/Senate tomorrow

Commissioners noted that all three legislators were at a Candidate’s Forum sponsored by the League of Women Votes and hosted by M|State on Saturday, April 6. Coverage of the forum can be viewed on MCAM (<http://www.moorheadaccess.org>), You Tube, and League of Women Voters website.

**10. Information / Update**

A Building & Permit Valuation Summary

**11. Adjourn**

Minutes: Adjourned at 12:40 p.m.

APPROVED BY:

ATTEST:

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Jim Steen  
Chair

\_\_\_\_\_  
Charley Johnson  
Secretary

The proceedings of this meeting are digitally recorded and are available for public review.

*Respectfully submitted by:  
Amy Thorpe, Economic Development Program Administrator*