

Regular Meeting Minutes
Rugby Job Development Authority
January 21, 2025 at 7 AM
JDA office

Members Present: Sara Radomski, Danielle Jacobson, Mathias Follman, Frank LaRocque, Neil Lotvedt (via teams), Leah Harper

Others Present: Brian Hoffart, Cody Melgaard, Steve Jacobson, David Kraft

Meeting called to order by Harper at 7:00 AM. Roll call LaRocque, Radomski, Jacobson, Lotvedt (via teams), Harper.

Consider December 17, 2025 minutes: Hoffart requested edit to Blocks listed.

Jacobson motioned to approve. LaRocque seconded. M/C.

Mathias Follman joined the meeting at 7:02 AM

Copper Creek – Cody Melgaard representing Merchants bank provided commitment letter and business plan for Jacobson/Kraft and Copper Creek. They will be applying for the Flex Pace Loan Program. Copper Creek consists of Commercial space, Shop condos, rentals and storage. Property is Zoned C2 and is in city limits. Melgaard seeking conditional approval of application.

Cost to JDA would be \$85714 for 32 months. Discussion held. Hoffart to follow up with BND to see if options available to spread out commitment to a longer period.

S. Jacobson, Melgaard and Kraft left at 7:35 AM.

Treasurers Report: Hoffart reported he has been working to clean up financials.

- Motion by Follman to approve financials. LaRocque seconded. Roll call vote. All voting yes.

Old Business:

Flex Pace – Mygland: Sale of business finalized. First payment made today of \$1512.47.

BDO Zone – Hoffart met with BDO group last week. Hoffart recommended to go ahead with process for achieving rating. He will work with BDO group on the grant for funding. No cost obligation to JDA. If delayed, we could lose out on opportunity.

- Motion to move to 1st phase and apply for grant by Lotvedt. Seconded by Follman. M/C.

Parkland – Looking for help with Flex Pace in the future, potentially adding 50 new units.

Rural Catalyst grant – worked with HAMC to complete with funding intent going towards Ambulance Building; results available in February.

Motion to adjourn by LaRocque at 12:27 PM, seconded by O'Marro.

New Business:

Housing Program: Discussion on 2025 program and continuing as is. Hoffart can update to make it a blanket incentive program.

- Jacobson moved to update and continue program. Lotvedt seconded. Roll Call vote. All voting yes.

JDA Vision: Hoffart provided a modernized Vision and Mission of the JDA; addressing housing, workforce, downtown, etc. and will be updating website, and adding videos to webpage.

Discussion held on proposals provided. Board agreed to table until next month to further review.

Housing. Hoffart discussed vacant homes as he has identified 62 blighted properties and has been talking to developers. No motion needed to move forward.

Lotvedt left meeting at 8:46 AM.

Local Match: Hoffart proposed establishing a Local Match fund to be used for grants requiring community match. The board supports the idea; Hoffart will work to create more details.

Follman made motion to adjourn the meeting at 9:03 AM. LaRocque seconded.

Next Meeting: February 18, 2026 at 7 AM.