**Rugby JDA Meeting Minutes**

**Wednesday May 15th, 2024- 7AM**

**JDA Office**

**Members Present:** Leah Harper, Danielle Jacobson, Sara Radomski, Neil Lotvedt, Frank LaRocque

**Absent:** Duane O’ Marro, Mathias Follman

**Other’s Present:** JDA Director Zachary Broadwell, JDA Consultant Ellen Huber

* Meeting called to order by President Harper at 7 A.M.

**Consideration of Agenda:** Mayor LaRocque moved to approve agenda; Jacobson seconded. All voting in favor, **M/C.**

**Approval of Minutes from April 17th Meeting:** Radomski moved to approve 4/17 minutes, Jacobson Seconded. All voting in favor, **M/C.**

**Treasurer’s Report:** Broadwell noted we would be receiving a reimbursement from Souris Basin due to an overpayment. Radomski mentioned Hurly will be receiving partial payments for his student loans due to leaving and coming back. It was also mentioned to make sure Bates is not receiving payments still.

Mayor LaRoque moved to approve financials as long as Bates was not still receiving loan forgiveness, Jacobson seconded. Roll call vote with all voting in favor, **M/C**.

**Resignation- Community Matters:** Huber has taken another job and will be exercising her 30 day notice of terminating the contract. Lotvedt moved to accept Huber’s 30 day notice of terminating her contract, seconded by Radomski. All voting in favor, **M/C.**

**Director’s Report:** Lotvedt moved to approve the purchase of a “One Drive” membership and an “Adobe Acrobat” membership, and “call forward”, Jacobson seconded. Roll call vote with all voting in favor, **M/C**.

**Old Business:**

1. Optometry Update: Broadwell showed an advertisement for optometry recruitment and said he is going to put it on the state optometry website. He also stated he is going to try to get it in front of eye doctors in Minot.
2. Real Estate Listing Agreement: The current agreement with Real Estate 7 expires June 9th. Much discussion took place trying to clarify the terms of the contract. It was decided to forward contract to Attorney Murray for clarification.
3. Update on grant application for feasibility study of a meat processing facility: Huber communicated we will have an answer on if we qualify for the grant no later than June 30th, but maybe faster.
4. Talent Attraction Campaign: There will be a townhall even at 10AM on May 22nd. Huber requested good JDA representation.
5. Hospital/Clinic redevelopment: Huber gave a report on the 4/30 GSHA board of trustees meeting. Huber explained the hospital board affirmed acceptance of grant process. The hospital board motioned to appoint board chair and vice chair to the redevelopment board. June 5th and 6th there is a site visit and August 7th there will be a final report given for the technical assistance.
6. Housing Update: Huber said she received one appraisal price for the twin homes and it was $4500 but the JDA had only approved $1000. Huber expressed Follman offered to use First International’s in house evaluation process. This would cost $300 per evaluation. Huber indicated Beyond Shelter is choosing to not be financially involved because the project has potential to be unprofitable even after the Multi-Family HIF Grant. Lotvedt expressed the twin homes are too expensive for marketability. Lotvedt then said he wants an evaluation on the 2 stall Maddison and the Wes Miller plans. The board then discussed the possibility of getting a new housing study in order to possibly better attract multifamily developers. Mayor LaRoque expressed support of town homes and affordable housing.
* Mayor LaRoque left at 8:30
* Harper said Broadwell and Huber should work on requests for proposals for a housing study.

**New Business:**

1. Sign App: Broadwell presented a filled sign program application from Solid Ground Café requiring a JDA match of $296.93. Lotvedt moved to approve application, Radomski seconded. Roll call vote with all voting in favor, **M/C.**
2. Lyric Theatre: Jacobson moved that Harper, Jacobson, and Broadwell be on the Revitalization committee of the Lyric Theater, Lotvedt seconded. Lotvedt and Jacobson voted yes, **M/C.** Lotvedt moved that the JDA may provide non-financial assistance pursuing grants for the Lyric Theatre heating system, Radomski seconded. All voting in favor, **M/C.**
3. Budget Amendment Possibilities: Huber recommended talking to Auditor Stewart about the budget regarding the sale of the dental lots.
* Radomski moved to adjourn at 9:12 Jacobson seconded.