**UNAPPROVED MINUTES**

**RUGBY JOB DEVELOPMENT AUTHORITY**

**Wednesday September 18th 2024 -7AM**

**JDA OFFICE**

**Members Present:** Leah Harper, Danielle Jacobson, Mayor Frank LaRocque, Duane O’Marro, Mathias Follman, Neil Lotvedt

**Absent:** Sara Radomski,

**Other’s Present:** Executive Director Zachary Broadwell

* President Harper called the meeting to order at 7:00 AM

**Approval of Minutes from August 21st Meeting:** Lotvedt moved to approve agenda, Follman seconded. All voting in favor, **M/C.**

**Treasures Report:** Jacobson moved to approve the bills and financials, seconded by O’ Marro. Roll call vote with all voting in favor, **M/C**.Mayor LaRocque moved to combine both money market accounts to one with the higher rate between the two upon approval by Harper. Motion seconded by Lotvedt. Roll call vote with all voting in favor, **M/C.**

**Old Business:**

**Housing:**

* Broadwell discussed that Mr. Kramer and his partner Adam are coming to Rugby to visit the mobile home parks and to speak with city leaders. They are wanting to make improvements to the trailer parks and add additional mobile homes.
* The board discussed the idea of prefabricated homes in other areas of Rugby as a possible solution to the housing shortage. Broadwell added that other communities are leveraging this idea as a solution. Lotvedt raised concern that after a foundation these homes could still be very expensive.
* Broadwell shared the idea of leveraging a low interest revolving loan fund from USDA or possibly the state to fund housing projects. The JDA would qualify for numerous incentives and programs such as single family and multi family HIF to bring cost of development down and would not need to earn a profit, just break even. This would be the best opportunity for turn key development in Rugby. The conclusion was that we still do not have a model that would be affordable enough to be safely marketable.

**AmeriCorps:** Broadwell shared how there is a program we would qualify for where the Souris Basin Development manages federal money to help fund a position. There is normally a local match for the program but the Souris Basin would cover our match for the first year. Jacobson moved to pursue this opportunity, seconded by Lotvedt. All voting in favor, **M/C.**

**Childcare Grant:** Radomski and Broadwell worked together to create two drafts for the program. Lotvedt moved to go forward with the first option of the drafts with the addition of making it annual per calendar year, upon approval of the City Attorney. O’ Marro seconded this motion. Roll call vote with all voting in favor, **M/C.** This program will offer a $1,000 grant to qualifying licensed daycares that serve Rugby.

**Youth Entrepreneur Program:** Broadwell shared that Harper provided input to the overview and application and that he made some changes. The final draft included allowing applications from 7-12 graders and that the wording will include spending a maximum amount of $12,000 instead of allowing 4 projects to be funded. O’ Marro moved to approve overview and application as presented upon approval of the City Attorney, seconded by Follman. Roll call vote with all voting in favor, **M/C.**

* O’Marro moved to adjourn at 8:30 AM, seconded by Jacobson.