

Beulah JDA
Board Meeting Minutes
November 17, 2021
4:30 PM - Beulah City Hall

Attendance: Travis Frey, Beaver Brinkman, Nathan Richter, Jerry Isaak, Auston Biles, Ben Lenzen, Mary Lou Horning, Amanda Mohl, Vern Muscha (by phone), Kim Kessler (joined at 4:45 pm by phone),

Absent: Scott Solem

- A. **Call Meeting to Order**-Travis called the meeting to order at 4:30 pm.
- B. **Agenda Approval** – Beaver asked that discussion regarding signage grants be added to the agenda. Jerry moved approval of the agenda as amended; Mary Lou seconded. Motion approved.
- C. **Meeting Minutes**- Travis noted that the September 15, 2021 meeting minutes needed to be amended to reflect that Kim made the motion to approve the agenda but was not the second to the motion. Beaver moved to approve the September 15, 2021 minutes as amended and the October 20, 2021 minutes; Mary Lou seconded. Motion approved.
- D. **Financial Reports** - Beaver noted that the financial statements from August, September and October were sent out prior to the meeting. He has verified the October statements but has not for the previous months. Nathan asked about the negative amount reported under liabilities. It was explained that a payment was made on the Winkler buy-down but has not yet been added to liabilities. The insurance payment for the bakery property was questioned. B'Dolces's does have coverage but because JDA owns the property it needs to have some coverage to minimize risk. The bank and legal fees were questioned. The legal fees are for review of the proposed bylaws. It was noted that there was no dollar limit originally set for legal fees in reviewing the bylaws. The bank fees will be discussed at the December meeting.

Beaver moved approval of the August 2021, September 2021 and October 2021 financials; Auston seconded. Motion approved.

E. OLD BUSINESS

USDA Building – Repayment of the construction loan with Union State Bank is currently being paid through a monthly ACH withdrawal. The rent payments from the USDA building are at this time being deposited to the First Security Bank West account which results in money needing to be transferred between the accounts prior to Union State's withdrawal of the loan payment. Beaver proposed that starting in 2022 the rent payments for the USDA building be deposited with Union State to eliminate the extra transactions. Jerry moved that beginning in 2022 all USDA transactions be processed through Union State Bank; Amanda seconded. Motion approved with Nathan recusing himself.

- 2. **Greystone** – Beaver sent out the loan documents prior to the meeting. The current balance on the loan is \$49,090.72. First Security Bank West has offered to refinance the loan, lowering the interest rate from 5.75% to 3% through the remainder of the loan. The monthly loan payment is \$782.60. The overall savings in refinancing the loan at the proposed terms would be approximately \$5500.00. It is Beaver's understanding that there will not be any closing costs on the refinance. Beaver moved to approve the refinancing of the loan with First Security Bank West on the Greystone building so that the interest rate will set at 3% for the remainder of the loan; Jerry seconded. Motion approved.

The proposed lease format for new tenants for the Greystone Building was sent out for review before the meeting. It was noted that provision addressing the sub-leasing of the space was included.

Then & Now Candy Store has requested an extension of its lease term. The extended term will be from January 1, 2022 to June 30, 2022 at a monthly rent of \$500.00.

3. Program Offerings – Strategic Plan

No updates at this time. Nathan noted that he is waiting for direction on the bigger plan.

4. PACE Buy down Requests

No new requests

F. NEW BUSINESS

1. Sample Lease Template – No report

2. Grant Writing – MCED will be undertaking applying for various grants that will benefit Mercer County. Most grants require a 20% commitment from the requesting entity. Beaver proposed that JDA consider authorizing a contribution toward the commitment in anticipation of requests and the need for MCED to move on a timely basis. Additional information was requested

3. Bakery Loan – There is currently a contract for deed between JDA and B’Dolce’s on the bakery property. The loan with First Security Bank West is in the form of a line of credit. B’Dolce’s was provided a one-time extension on the balloon payment that was due under the contract for deed. The balloon payment will now be due on May 10, 2022. Beaver will provide exact numbers and specifics for JDA to review.

4. Budgeting

- a. Vendor List –** Beaver is preparing a list of vendors including the services they provide.
- b. 2022 Budget –** The budget process should coordinate with the City’s budgeting process. There are some unknowns with CVB and the Hospitality Committee combining into one entity. It is unknown if the Chamber will agree merge to with CVB and Hospitality.
- c. Property Management –** Tabled

G. OTHER BUSINESS

Signage Grants – The amount available to provide for signage grants has been clarified. Additional grant money will be provided to Lignite Tire, Farmer’s Union Insurance and WARC to ensure amounts are equally awarded.

Bowman Development Meeting – Beaver requested all questions for Bowman Development be emailed to him by the end of November allowing Bowman Development the month of December to prepare for a face to face meeting in Beulah in January.

Term Expirations – The terms for Vern, Jerry, Kim and Travis will expire at the end of this year. It was asked that each provide notice by the December meeting if he or she would like to renew so that Travis would be able to bring the nomination(s) to Council. A reorganization meeting will be scheduled in January 2022.

Meeting was adjourned at 5:51 pm.

Submitted by,

Beaver Brinkman, Secretary