

**Beulah JDA Board
Meeting Minutes
June 16, 2021**

Attendance: Auston Biles, Ben Lenzen, Gloria Olheiser, Mary Lou Horning, Travis Frey, Amanda Mohl, Gary Miller, Nathan Richter, Kim Kessler.

Absent: Beaver Brinkman, Jerry Isaak, Scott Solem, Vern Muscha

A. Call Meeting to Order – Travis called the meeting to order @ 4:35pm

B. Approval of Agenda – Ben motioned to approve the agenda. Amanda second. Motion carried.

C. Meeting Minutes-

- May 19th, 2021
- June 2nd, 2021 – Ben motioned to approve the special meeting minutes from June 2nd. Amanda second. Motion carried.

D. Financial Report

- 1) Profit and Loss Statements
- 2) Balance Sheet

- April financials were reviewed. Auston motioned to approve. Amanda second. Motion carried.
- May financial were moved to the end of the meeting to give board members an opportunity to review. Nathan suggested that for May 31st, 2021, the entry for the Comfort Station should be removed as an asset. Nathan added a journal entry to reconcile.
- Travis told the board the city audit was near the end and there does not seem to be any alarming comments regarding JDA financials.

E. Old Business

- 1) Comfort Station – Travis reported that the city needs to record the deed and goods compensated for purchase.
- 2) USDA Building
 - Nothing new to report on the USDA building other than there are a few small items to wrap up such as facia.
 - Appraisal was done by Kerry Mann at Allied Appraisals. The amounts for the building are as follows:
Sales - \$784,000
Income - \$720,000
Replacement - \$1,473,000
 - Auston asked that the appraiser put a value on the building.
- 3) Greystone – The tenant located on the middle floor of the Greystone moved out at the end of June. The uncertainty with the lease and the increased rent was a huge factor resulting in the move. Gary asked if there was an exit interview done with the tenant or any tenant when they move out of any of the JDA buildings. Since one was not completed, Ben volunteered to complete the exit interview with the former tenant. Gloria motioned to have Ben complete the exit interview process with tenants of JDA properties. Mary Lou second. Motion carried. Ben asked the board members if they

have any suggestions for verbiage to be included in the exit interview to reply individually and not “reply all” on the email or give Ben a call.

- Discussion regarding the rent increase and the dollar amount per square foot for business property in Beulah, specifically JDA owned property, was discussed.

How do we, Beulah, compare to other communities? What are they charging? Are they charging rent/lease in addition to utilities or are the utilities included? What type of survey is or has been done in our community or other communities?

Travis recommended having a sub-committee to research property management companies. Nathan will reach out to Orange Property Management.

Gloria added there have been some ongoing repairs and maintenance that should be addressed in a timely fashion. Mary Lou also added that JDA in the past had Pest Control and other services on an annual or bi-annual basis. Mary Lou suggested these services restart. Auston will contact Plunkett’s Pest Control. Mary Lou suggested an awning for the door on the east side to eliminate heat in the entry as well as keep the door handle cooler to the touch.

- 4) Bylaws – Board discussed but it was felt there is a newer version than the one being discussed. This was tabled until verification of the most current version of by-laws is available and reviewed by all board members.

F. New Business

1) Lignite Tire sign grant

The board reviewed the information submitted by Lignite Tire to assist with a new sign. The old sign was faded and had wind damage. After review of the sign program currently used by JDA, Nathan motioned to assist Lignite Tire with \$1,000 toward the purchase of the new sign. Gloria second. Motion carried. The maximum benefit for the sign program is 50% assistance from JDA with maximum benefit of \$1,000.00

G. Other Business

Adjourn – Travis adjourned the meeting @ 5:28pm

The next regular scheduled board meeting is **Wednesday, July 21, 2021 at 4:30pm at City Hall.**