



Economic Development Authority

EDA MEETING AGENDA

April 30, 2024 ~ 11:30 p.m. ~ Frazee Fire Hall

1. Call the Meeting to Order
2. Roll Call
3. Approval of Agenda
4. Open Forum
5. Meeting Minutes
6. Project Updates – Consultant Report
 - a. Downtown Commercial Retail Space
 - b. Frazee Industrial Park / Housing Development
 - c. Business Center Building
 - d. Red Willow Lots
 - e. Wannigan Regional Park
 - f. Grants
 - g. Recruiting New Business
 - h. Partnership with Frazee Area Community Club (FACC)
 - i. Community Engagement
 - j. EDA Loan Programs
 - k. Business Outreach
 - l. Marketing Materials
 - m. Family Resource Center
7. Old Business
 - a. Business Center Building - Windows
8. New Business
 - a. Marketing Materials
9. EDA Financials
 - a. Printing Costs
10. Commissioner Comments
11. Adjournment

Meeting Minutes: March 24, 2024

1. Call the Meeting to Order: 11:30
2. Roll Call: Stephanie Poegel, Hank Ludtke, Ashley Renollet, Karen Pifher, Heath Peterson, Jon Olson, Bob Williams
3. Approval of Agenda: Motion by Ashley, Second by Jon. No discussion. Approved.
4. Open Forum: None.
5. Meeting Minutes: Motion by Heath, Second by Ashley. No discussion. Approved.
6. Project Updates
 - a. Downtown Commercial Retail Space:
 - i. Dental Clinic: They are going to contract to set up an outreach clinic at Essentia's North Campus in Detroit Lakes. This is the model they know, they appreciate our interest and support, and feel that will be a better fit for them.
 - ii. OK Lumber updated building drawings to build out the facility. Need to send out notice to accept bids for construction. Will work with Stephanie on the process to do this.
 - Construction
 - HVAC
 - a. Motion to get bids by Jon, Second by Heath. No discussion. Approved.
 - iii. Have shown four interested businesses the facility and three are potentially interested in pursuing space.
 - b. Frazee Industrial Park / Housing Development
 - i. Karen and Stephanie met with MMCDC to discuss Albertson Trailer Park as it was put on the market, and to find out opportunities to support local residents. There are limited opportunities as it was listed with a realtor to be able to negotiate, and the price point is beyond what local developers would consider investing in. Will reach out to MN Housing for any other options.
 - Trailer park upkeep challenges. There is a lack of financing to support them. Karen following up with MN Housing Fund.
 - ii. We have been working with a local developer who is finalizing a housing proposal for the property near dollar general. This will be presented to city council at their next meeting for review of the plan and discussion on applying for MN Housing funds. Support will be vital to move this forward.
 - Discussion on 12 acres on the SE side of town that is for sale and potential interest in development. Identified that at this

time the Mainstreet revitalization and moving towards highway 10 is a priority.

- c. Business Center Building:
 - i. No changes.
 - ii. Will need to update windows this year. Jon will get estimates on that. Will incorporate into budget as needed.
- d. Red Willow Lots
 - i. No changes
- e. Wannigan Regional Park
 - i. A decision on the TAP grant should be announced the last week of March and we will be presenting the proposal for the Active Transportation grant in April.
 - The Active Transportation Grant was approved. Presentation for TAP is in mid April.
 - ii. Results of the survey have been provided to FCDC to support desires of community members for development
 - iii. Project 412 is recruiting volunteers to support building the troll.

Motion to approve Project Updates by Jon, second by Ashley. No discussion. Approved.

7. Old Business

- a. MN DOT Boost grant submitted for bike fleet (20 bikes of various sizes and two e-bikes, bike trailer, tire pumps, 20 track hangers, helmets, education in school on bike safety) for \$35,200. Announcement should be made by early April.
- b. Recruiting new businesses:
 - i. "Frazee Forward" newsblast every two weeks (2 released). Positive response from several businesses/community members on information provided.
 - ii. Several people are reaching out about opening businesses. Interested in new building along with other potential locations. Call out to a few people to ask about space/buildings.
 - Discussion on new businesses and raising awareness of current businesses. New business: Jenna Seim realty with EXP and promotion of Macarons by Karey bakery coming up.
 - iii. Tri-fold brochure for Economic Development: available at the Economic Development Summit.
 - Will be distributed via the input at the last EDA meeting when completed.
 - iv. Partnership with Frazee Area Community Club Increased Membership
 - Board Development: 6 new board members and 4 current board members (total of 10) and some new officers
 - 2024 Goal setting & mobilization in motion
 - a. Expanded marketing to promote Frazee with new membership fee's
 - Community Engagement: collaboration to expand activities

- c. Economic Development Summit on April 5th: panel discussion. Top three things we are prioritizing:
 - i. New Commercial Building: completion and business recruitment
 - Several tours provided. Sign going up in the building to promote space option.
 - ii. Increasing activity/events on main to bring people to Frazee
 - iii. Capacity building: FACC and “Frazee Forward” - improving communications and creating stronger club that can mobilize change and engage people to develop a stronger business community
8. New Business
- a. EDA Loan programs: updated loan applications available with up to date info.
 - i. Information shared in “Frazee Forward” on home rehab program: two people reached out. One was not eligible and the other person was mailed information
 - ii. Need to continue to support outreach to businesses to gauge building needs, plans for opening, and support from the EDA that we can provide to build, retain, expand businesses.
 - Andrea met with the Vet clinic to identify needs and discuss future plans.
 - Jon will reach out to Lakes Area HVAC to identify business growth plans and how we can support them to stay in Frazee
 - Marine Innovations: They just hired a new CEO.
 - a. Hank would be willing to go with Ashley to welcome the CEO and hear more about their future plans.
 - Hostel Hornet space:
 - Ashley and Heath to meet with them.
 - iii. Global Solutions Building: Can we reach out to him about interest in the building. Karen to follow up
 - iv. Bowling Alley:
 - Still working to support Fitness Center.
 - Interest in Tobacco Shop: guidance provided on steps and utilization of EDA funds
 - v. One new business interested in the commercial program: they were referred to SBDC to create a business plan and work on a pro forma
 - b. Business Survey Results & “Frazee Forward” logic model to advance economic development
 - i. Review of results, priorities and plans
 - Land use planning and code priority. People are unhappy about apartments on the main level of main street.
 - a. Discussion on the Red building on main street that is vacant. Consensus to look at this property to assess for rehab eligibility. Karen will follow up

Project Updates: Consultant Report

To: Frazee Economic Development Authority
From: Karen Pifher, Creating Community Consulting
Date: April 24, 2024
RE: Monthly Economic Development Consultant Report

Listed below are projects worked on to date.

DOWNTOWN COMMERCIAL RETAIL SPACE:

- Met with Goldmark to discuss updating engineered drawings so we can get bids.
 - There are several businesses interested in the space, and two are fairly serious and would take up the entire space available. Because one would utilize two full bays, and the other would have specific electrical and plumbing needs, we are holding off on the engineered drawings as it would change the layout. Working to solidify business plans and financial projections and then we can work on the lease.

FRAZEE INDUSTRIAL PARK / HOUSING DEVELOPMENT

- May 8th City Council meeting will include a housing presentation for the Dollar General property/Mickelson lot.
- Met with a realtor who wants to help people in Frazee find homes/get active. Ideas of something we could ask her to help with?

BUSINESS CENTER BUILDING

- Estimate is in the packet.

RED WILLOW LOTS

- Realtor Updates: No changes

WANNIGAN REGIONAL PARK

- Signage: Currently being developed
- Festival of Birds: May 2024
- Troll Installation: Begins May 13, 2024
- Follow up with County Commissioners on finance request: work with Jim Olson on the SMART funding. This is for road access to the park and is reimbursement based.
- County appointed a commissioner to the CornerStone Board (Commissioner Jepson)

GRANTS

Bike Fleet

- Application declined – we can reapply next year.

BLANDIN Grant

- Application declined – very competitive and communities more than 25 miles from a larger town were prioritized.

PROMISE Grant

- Businesses who experienced financial hardship last year are eligible to apply (May 1st opens) through WCI. Must have been in business in 2021 & 2022. More information available on their website.

RECRUITING NEW BUSINESS

Business Inquiries / Referrals

- Six people have reached out about expanding or starting new businesses in Frazee. Tours of buildings were provided, and others were given referrals to other available buildings/space.

Building Space Referrals:

- Global Solutions Building (John Hand's) - provided his number to 3 people
- Green building (Roger Boe's) across from city hall - provided number to 3 people
- Red building on main (Brikker Ware's) – 3 referrals for more information
- Three referrals to SBDC to support development plans for new or expanding businesses

"Frazee Forward"

- News blast sent every 2 weeks (2 released)
- Mail Chimp Stats (below)

New Business

- Realtor – Jenna Seim

PARTNERSHIP WITH FRAZEE AREA COMMUNITY CLUB (FACC)

- 2024 Goal setting & mobilization in motion
- FACC approved fiscal host of Fridays in Frazee (used to be "Live at 5" and they have some funds available from that, that can be leveraged)

COMMUNITY ENGAGEMENT

Friday's in Frazee

- Survey, to identify top activities people want to closes May 1. 62 people engaged and so far, top results include:
 - Live Music (35)
 - Farmers/Craft Market (28)
 - Bounty Houses (19)
 - Outdoor mini golf (17)
 - Ice Cream/Popsicles/Cotton Candy (17)
 - Scavenger Hunt (15)
 - Escape Room (14)
 - Adult Outdoor Bingo (13)
 - Bean Bag Tournament (8)

Planning

- Will engage GROW, FACC, CornerStone in implementation plans. Volunteers to sign up to help on Fridays. Need 4 volunteers per Friday.
 - Haves/Needs: CornerStone has:
 - Plastic kids axe throwing

- Connect 4
- Bean bags (2 sets)
- Chalk
- Cotton Candy Machine
- Escape Room (remote version)
- Needs/ Wants
 - Picnic tables (Tom is exploring on auction)
 - Bubbles & bubble machines
 - Hula hoops
 - Gunny sacks
 - Bingo equipment
 - Tables/chairs for farmers/crafting market
 - Bean Bag games
 - Outdoor speaker for music/microphone
 - Inflatables & garden hose

EDA LOAN PROGRAMS

- Online application/referral then 1:1 meeting to support process
- Included in newsletter & social media

BUSINESS OUTREACH

- Follow-up on outreach: Vet Clinic, Lakes Area HVAC, Marine Innovation, Mercantile 1898, Johnson Performance
- Several businesses want to come or expand in Frazee. Overarching theme is need for access to capital beyond traditional lending/gap financing.
 - Angel investment exploration

MARKETING MATERIALS

- Folders will be available for people interested in developing businesses. Available at the city and at UCB (or others as requested). Asked SBDC for more brochures to insert to finalize.
- Welcome to Frazee packets- what should we have in those?
- Summer Fun Ad: See attachments in packet.

FAMILY RESOURCE CENTER

- Sauer Grant approved for gap assessment May-July
 - Can apply in July for September funding round to support implementation phase
- Request to Becker County Human Services for partnership for MDH application for FRC staffing (3 year grant) due in May.

Old Business: Business Center Building

Estimate from
Detroit Paint & Glass Co.
 919 WASHINGTON AVE. 847-7582 DETROIT LAKES, MN

Dated April 2024

Bid to City of Frazee

Address _____

Owner _____

Location _____

Plans by Jon Olson 218 849-4479

Estimated by Paul

Salesman _____

Received _____

Clerical errors are subject to correction. Please examine this estimate carefully as we agree to furnish only the sizes and quantities named. All prices subject to change without notice. All agreements are contingent upon labor troubles, accidents and other adverse causes beyond our control.

QUANTITY	SIZE	DESCRIPTION	TOTAL	
	X			
	X	6 41 3/4 x 41 3/4	441.00	2646.00
	X			
	X			
	X	1- 41 x 41 1/8		441.00
	X			
	X	3/4" OA LOWE Temp-		
	X	IG		
	X			
	X	MISC		88.00
	X			
	X	LABOR		1100.00
	X			
	X			4275.00
	X	Includes Disposal		
	X			
	X	<u>\$4275.00</u>		
	X			
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New Business: Marketing Materials

Get In Touch!

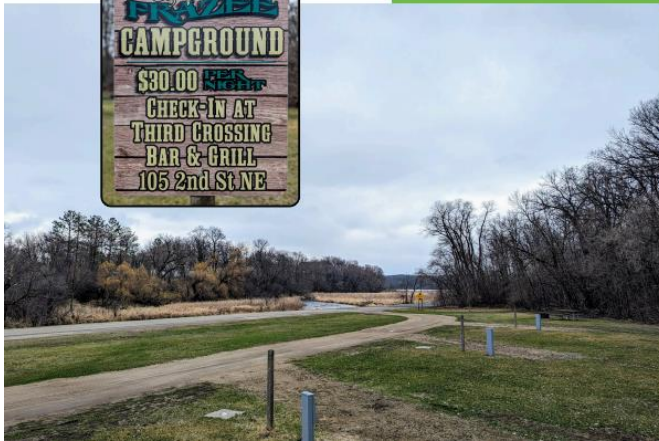
Karen Pifher, Strategist
Creating Community Consulting
FrazeeEDA@creatingcommunityconsulting.com
www.frazeecity.com -> Economic Development
City of Frazee
222 Main Ave W PO Box 387
Frazee, MN 56544
Phone: 218-255-3919

About Us

The City of Frazee has teamed up with Creating Community Consulting to move **Frazee Forward** and create a place *where families and opportunities thrive.*

We look forward to growing our economy by supporting small business and community connection.

FrazeeForward
WHERE FAMILIES AND OPPORTUNITIES THRIVE



THERE'S
MORE IN
2024



Fridays in Frazee

In partnership with CornerStone Community & Youth Center, we are hosting a new series of fun and family friendly events and arts every Friday afternoon this summer in Frazee. Look for us at the blue building on West Main with the Sunset Frazee Mural.



Come and See

We are excited to provide so many amenities in our small town. Come check out:

- New Wannigan Regional Park
 - Troll by Thomas Dambo coming this summer!
- CornerStone Community & Youth Center - Bistro open soon!
- Turkey Days
 - The last weekend in July
- Two new food options!
 - The Gobbler Pub
 - The Monarch Cafe
- Town Lake Beach remodel
 - Coming this Summer!
- Camping, Kayaking, Biking
- New Heartland Trail connection
- And so much more!

For Business

We still have commercial space available on Main Street but it's filling fast: Contact us today for a tour or more information!

Residential, Commercial, and Rental Rehab funding is now available!

Find the general inquiry form at www.frazeecity.com and click on "Economic Development" for additional resources.





#Summer FUN
magazine

The ideal source for summer fun
in the Fargo-Moorhead area!

This glossy magazine includes information on family friendly events, travel, lakes and so much more!

SPACE & COPY DEADLINE: WEDNESDAY, MAY 1
PUBLICATION DATE: SATURDAY, MAY 25

DISTRIBUTED THROUGHOUT THE COMMUNITY ALL SUMMER LONG

RATES INCLUDE FULL COLOR

Full Page Bleed 8.75" x 11.25" Full Page 7.25" x 9.75"	Half Page Horizontal 7.25" x 4.75"	Half Page Vertical 3.56" x 9.75"	Quarter Page Vertical 3.56" x 4.75"	1/8 Page 3.56" x 2.31"
\$1395	\$799	\$799	\$499	\$199

For more information contact the Forum Advertising Team!
701-241-5431 | adfeatures@forumcomm.com

find more @

perham.com

Sunset paddle boarding on Big Pine Lake '22

hunting for shells at Paul Miller Park '22

Marion Lake catch of the day! '22

Summer '23 to-do's

- TURTLE FEST - JUNE 14-18
- 4TH OF JULY - BASEBALL GAME & FIREWORKS
- PHELPS MILLS ARTS FESTIVAL - JULY 8-9
- EAST OTTER TAIL COUNTY FAIR - JULY 20-23
- EOT RELAY FOR LIFE - JULY 14TH
- CRAZY DAYZ - AUGUST 4-5
- PIONEER FESTIVAL - AUGUST 11-12
- BLACK POWDER RENDEZVOUS - AUG 18-19

events calendar

discover **Perham** MINNESOTA