

SCAN

**Faribault Economic Development Authority
Meeting Minutes
Thursday, January 18, 2018**

The Faribault Economic Development Authority met in the 1st Floor Public Meeting Room at City Hall, 208 1st Ave NW, Faribault, MN 55021

Members Present: Dave Albers, Kay Duchene, Rodney Gramse, Gary Kindseth, Matt Carlander, and Steve Underdahl

Members Absent: Matt Drevlow

Staff Present: Community and Economic Development Director Deanna Kuennen, City Administrator Tim Murray, Economic Development Coordinator Kim Ann, and Administrative Assistant II Sandi Tidemann

Presenters: None

1. Call to Order

Chair Underdahl called the meeting to order at 7:00 a.m. in the 1st Floor Public Meeting Room at City Hall.

2. Approval of Minutes

A. Minutes of December 21, 2017 Meeting

Action: Motion was made by Carlander and seconded by Kindseth to approve the minutes of the December 21, 2017, as presented. Motion carried (5/0).

3. Routine Business

A. Monthly Loan Status Report

Discussion: The reports were presented for review. One loan is delinquent, Staff will be contacting them.

B. Permit Activity Update Report

Discussion: The current monthly permit activity was attached for review.

C. Monthly Budget Status Report

Discussion: This report provides the EDA to with "Year-to-Date" expenditures by line item and the budgeted amounts for each. No unusual expenses to report.

Kuennen informed the EDA the loan report will be modified to reflect the loan/fund status more accurately.

Action: Motion was made by Kindseth and seconded by Albers to approve all Routine Business as presented. Motion carried (5/0).

Rod Gramse arrived after the votes.

4. Public Hearings

A. Chair Underdahl was asked by a citizen to allow her to comment on an item from December's agenda. Christine Larson and several peers were present and commented on the "yellow building" at the airport, the importance of the glider company that utilizes space in the building, and offered suggestions regarding businesses locating at the airport. Dr. Larson also shared information about events planned at the Faribault Airport in 2018.

5. Items for Discussion

A. Approve 2018 Meeting Schedule, Attendance, Terms, and Contact Information

Discussion: The EDA annually approves the upcoming years' schedule to avoid scheduling conflicts that occur during the year.

Attendance and Contact information is for updating information only. Term limits are monitored yearly to keep within the By-Laws' parameters.

Commissioner Albers noted his name was spelled incorrectly on his term.
Commissioner Duchene questioned her October absence.
Commissioner Underdahl's absence percentage should be zero.
Corrections will be made.

Action: A motion was made by Kindseth and seconded by Carlander to approve the 2018 Meeting Schedule as presented. Motion carried (6/0).

5B. Downtown Commercial Rehabilitation & Exterior Building Improvement Requests.

Discussion: **5B (a)** 316 and 318 Central Avenue, DIC Holdings-Roof Upgrade
Applicant submitted all required forms, has met all eligibility requirements, and has been determined by Staff to be eligible for the assistance.

Action: Motion was made by Gramse and seconded by Albers to approve Res. 2018-01 as presented. Motion carried (6/0).

Discussion: **5B (b)** 302 1st Avenue NW, PHB Faribault Properties-Exterior Improvements
Applicant submitted all required forms, has met all eligibility requirements, and has been determined by Staff to be eligible for the assistance.

Action: Motion was made by Gramse and seconded by Kinsdeth to approve Res. 2018-02 as presented. Motion carried (6/0).

Discussion: **5B(c)** 310 Central Avenue, Event & Convention Center-Fire Suppression System
Applicant submitted all required forms, has met all eligibility requirements, and has been determined by Staff to be eligible for the assistance.

Action: Motion was made by Gramse and seconded by Kindseth to approve Res. 2018-03 as presented. Motion carried (6/0).

Discussion: **5B (d)** 18 NE 2nd Street, Bernie & Janna Viscomi-HVAC & Exterior Doors
Applicant submitted all required forms, has met all eligibility requirements, and has been determined by Staff to be eligible for the assistance.

Action: Motion was made by Albers and seconded by Kindseth to approve Res. 2018-04 as presented. Motion carried (6/0).

5C. Potential Sale-Block 1, Lot 1 & 2 of River Ridge 3rd Addition

Staff has been working with by a potential buyer for the Boston's property. They have asked the EDA to assist with cleaning up the title issues to allow the sale to close. If the EDA is willing to help with the title work, Staff is seeking approval of Res. 2018-05, allowing the City's Attorney, Staff and EDA Chair to work together on the required documents to allow this project to go forward.

Action: A motion was made by Gramse and seconded by Duchene to approve Res. 2018-05 allowing City Staff, Attorney and EDA Chair to proceed with the project. Motion carried (6/0).

5D. Discussion Business Subsidy Policy

Discussion: Staff handed out a slightly revised Business Subsidy Policy. Primary changes involve

removal of JOBZ references and updated language to reflect the current Business Subsidy Act. Staff asked the EDA to provide comment on whether they felt that the policy reflects the City/EDA's economic development priorities. The EDA also discussed the job creation goal requirements, unanimously requesting that the goals be reduced from a minimum of 10 to a minimum of one (1) FTE to reflect the workforce shortage and automation/technology advances businesses are implementing.

Action: Consensus was to forward the revised Business Subsidy Policy to the City Council for review, required public hearing, and consideration of approval.

5E. Updates/Project Reports


Discussion: Kuennen gave an update on Project North and the reasons that the City of Faribault was eliminated from consideration. Kuennen also provided an update on SteinAir and their progress with their desire to locate at the Faribault Airport. Other topics included implementing a business retention and expansion (BRE) program, direction on annexation discussions, infrastructure.

Action: None.


Kindseth and Albers left before adjournment.

6. Adjourn:

Action: Motion was made by Gramse and seconded by Carlander to adjourn the regular meeting at 8:17 a.m. Motion carried (4/0).

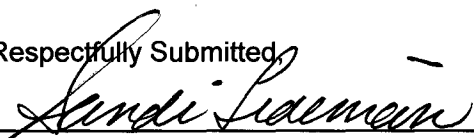


Steve Underdahl, President



Dave Albers, Secretary/Treasurer

Respectfully Submitted,



Sandi Tidemann, Administrative Assistant II