

Faribault Economic Development Authority
Meeting Minutes
Thursday, February 15, 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, Matt Drevlow, Rodney Gramse, Gary Kindseth, and Matt Carlander
Members Absent: Steve Underdahl
Staff Present: Community and Economic Development Director Deanna Kuennen, City Administrator Tim Murray, and Administrative Assistant II Sandi Tidemann
Presenters: Ramon Rguez Carrion-RufAcres, Nort Johnson-Chamber President/CEO

1. Call to Order

Vice-President Gramse 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 January 18, 2018 Meeting

Action: Motion was made by Carlander and seconded by Kindseth to approve the minutes of the January 18, 2018, as presented. Motion carried (6/0).

3. Routine Business

A. Monthly Loan Status Report

Discussion: The reports were presented for review. No change in the delinquent loans. Staff will reach out to them again.

B. Permit Activity Update Report

Discussion: The current monthly permit activity was attached for review. Kuennen noted with the change in Building Officials.

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.

Action: Motion was made by Kindseth and seconded by Albers to approve all Routine Business as presented. Motion carried (6/0).

4. Public Hearings

A. None

5. Items for Discussion

A. Downtown Retail Challenge-RufAcres Farms/Market

Discussion: Kuennen presented Ramon Rguez, owner, who gave a brief history on his business. He and his partner contribute their early move from the back of the Fleckenstein building to the front, to the Business Challenge Award. They feel their success was from working with everyone during this process and they appreciate the boost it gave them.

RufAcres will have an "open house" on Saturday, March 17th from 3:00 pm to 7:00 pm and all are invited. Mr. Rguez Carrion is also looking into cooking classes

(nutrition) and expanding to other cities. They are connecting with other small business who are interested in Faribault and sharing their positive experience.

Action: Information only.

5B. Main Street Presentation/Annual Report-Nort Johnson

Discussion: Kuennen presented Nort Johnson who presented his report. Johnson handed out Main Street's 2018 Annual Report and went through some of the expenses and income noting the income coming in is fluid and will depend on grant awards and other sources.

Johnson shared that Main Street will have another Business Challenge for 2018 and will start the process by looking at what type of business is wanted/needed in the downtown area. Applications will be ready in April. Johnson was happy to announce Main Street has found a home on Central in the Bachrach Building. Kelly Nygaard will be there two half days a week to start with possibly more time if needed in the future.

5C. Elections of Officers

The EDA Officers are elected annually and may not serve more than two (2) consecutive term limits, which expire at the first City Council meeting in January. A Commissioner may re-apply for additional terms after a one-year absence from the Commission.

Action: Motion was made by Carlander and seconded by Kindseth to re-appoint the current Officers in their current positions. Underdahl to remain in the position of President, Gramse as Vice-President, and Albers as Secretary/Treasurer. Motion carried (6/0).

5D. Annual Review of EDA Enabling Resolution

Discussion: Minnesota Statutes require the EDA to review their bylaws/enabling resolution and submit a report to the City Council with recommendations for changes. In 2016, a change was made to the composition of the EDA, to be consistent with State Statutes and provide flexibility to the City Council when appointing members. After a review of the existing enabling resolution, no changes are recommended at this time.

As a side note, Kuennen stated that the City Council is looking at term limits for all the Commissions with the hope of allowing more community members to serve. This does not impact the EDA since the EDA's term limits are established in state statutes.

Action: Motion was made by Duchene and seconded by Kindseth to leave the Enabling Resolution as is. Motion carried (6/0). A report will be forwarded to City Council.

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

Discussion: No applications to review at this time.

5F. Updates/Project Reports

Discussion: Kuennen gave an update on SteinAir, Inc and the redevelopment of the airport including what this project could bring to Faribault. Faribault is still under consideration for Project Rice and the City was approached regarding a potential retail redevelopment.

Kuennen gave brief updates on Available Property, Economic Development website, the EDA Loan Review/Loan Review Committee, BRE, and CRM platform/software to help manage prospects, projects, and other Economic issues.

Other projects: The Comprehensive Plan is still underway, final modifications to the

Business Subsidy Policy are ready for Council approval, moving forward with MPCA monitoring on the old Public Works site, Marketing/branding material, Downtown issues, land availability, and more.

Action: None.

5G. Approve Minnesota Real Estate Journal Contract

Discussion: Kuennen asked the EDA to approve the enhanced marketing packet with Minnesota Real Estate Journal that was approved in the EDA 2018 budget. This package includes several items that will help highlight Faribault and all it has to offer.

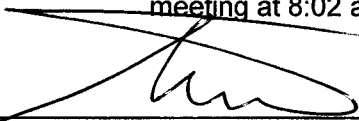
Kuennen also requested that the EDA form a subcommittee to help plan the content for the Micropolitan Summit. Carlander and Drevlow volunteered to help.

Carlander left before the motion and adjournment.


Action: Motion was made by Albers and seconded by Duchene to approve the MREJ Contract as presented. Motion carried (5/0)

6. Adjourn:

Action: Motion was made by Drevlow and seconded by Kindseth to adjourn the regular meeting at 8:02 a.m. Motion carried (5/0).



Steve Underdahl, President



Dave Albers, Secretary/Treasurer

Respectfully Submitted,



Sandi Tidemann, Administrative Assistant II