

**Jackson Economic Development Authority**  
**September Meeting Minutes**  
**Tuesday, September 10<sup>th</sup>, 2019, 12:00 p.m., Jackson City Hall**

**Voting Members:**     \_X\_ Kent Bargfrede           PN\_ Brandon Finck           \_X\_ Dennis Frodermann  
                          \_X\_ Tim Olson, Vice Chair   \_X\_ Rocky Sieler, Chair     PN\_ Arlene Vee, Sec./Treas.  
                          \_X\_ Mayor Wayne Walter

**Staff:**                   \_X\_ Thomas Nelson       \_X\_ Matt Skaret

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**1. Call to order**

**Meeting was called to order by Chair Rocky Sieler at 12:05 p.m.**

**2. Agenda Changes**

- a.
- b.

**3. Consent Agenda**

- i. August 8th, 2019 Minutes

**Mayor moved to approve the Consent Agenda; seconded by Frodermann. Motion passed unanimously.**

**4. Reports**

- a. EDC Report: Lots of leads follow up to try to get projects in place for fall construction. JBDC program developments for Facade upgrade and Business Challenge. JEDC will be trying to do a Franchise Promotion, historically we have offered a \$5,000 reward for any business leads that brings 10 jobs adjusting to have in addition the option of \$5,000 for a franchise fee for any new franchises brought to town. Business visit was with Crystal Valley. We have also set up meetings for Missouri River Energy on the 18th.

Meetings/events: Community Venture Network event was on the 9th, JEDC is a part of that group and they gained some very solid leads both for immediate leads for the Spec Building as well as future projects. Business visit with Crystal Valley, attended by Bargfrede and Nelson: big highlights are things are going well and they have continued to expand in the area: two things holding them back is finding good qualified drivers and the railroad is splitting two parcels in half for them and limiting them on being able to build additional buildings. They requested assistance to address their issue. No one is currently using the track and in order to use them significant updates would be required. They have already been identified as abandoned. Nelson was able to connect with Robin Weis of the SWRDC at the Connecting Entrepreneurial Communities meeting, to make her aware of the issue and she let the SWRDC team know and they have contacted the DOT. Plus Nelson has spoken to the Friends of the Trails and County Commissioner Nasby. This area has been identified as a Rails to Trails area already to get assistance with State money. They are not interested in keeping some of their bare lots. Connecting Entrepreneurial Communities event was last Thursday and Friday, focusing on small

business and Main Street focus. Multiple keynote speakers and breakout sessions, one keynote speaker was from Deluxe from the Twin Cities, they do checks but have also started consulting for small businesses and have a television show and they shared some of their successes with that. Breakout sessions included Entrepreneurial opportunities, Main Street development and a new business that used multiple funding options. Tonight there is a Succession Planning event put on by CEDA in Blue Earth. Nelson will be talking with SWMHP by phone. Thursday, Nelson will be meeting with AGCO's Young Professionals group. On the 18th, we have set up meetings with the Missouri River Energy. The 20th is the Southwest Business Development Network event. The application is in process for the Habitat for Humanity to be able for the Martin and Faribault location to be able to build in Jackson County. Rolling Hills apartments has had a number of complaints with mold, standing water and issues that have not been addressed. If we can get them to give a written complaint then we can get the building inspector in to try to get some of these issues taken care of. September 26th the radio station will be coming in to do a business coaching event on Business Optimization, free for local businesses.

- b. SCDP Report - 19 projects in the works. Today we did have a payout go out for one of the 804 loans, a couple projects have been completed. We did see some increased interest from the flyers, we sent two up there. But still looking for more projects, available funds at \$265,098 out of the total amount of \$452,500.
- c. Financial Report - July EDA Fund - 616 Fund, general funds, \$292,972.50 cash available and has the Facade improvement and Business Challenge funds in their but have been pledged, Income YTD \$12,696.63, expenses of \$23,710.64. Revolving Loan Fund - 801 Fund - \$501,424.67 available, income YTD \$33,299.13, expenses \$23,600, 12 loans total, with Mason Elbert having a Balloon payment coming due in October to pay off the remaining, with the outstanding balance of \$348,811.70. For the SCDP Income - 802 Fund - currently at \$11,769.56, YTD Income so far is \$7,453.62, YTD Expenses of \$15,152.72, 5 loans with outstanding \$41,451.28. Housing Program Fund - 804 Fund, which is the Fix-Up Loan and Homeownership Means Everything - cash available at \$50,268.47 with \$4,000 being paid out today, YTD income is \$10,428.99, expenses being \$5,000.00, outstanding loans at 18, and outstanding is \$49,459.28.

## **5. EDA Owned Properties**

- a. Sunset View Phase 1 - nothing to report
- b. Sunset View Phase 2 - nothing to report - Brandon has a loan that he is working on getting that done, just waiting on the contractor to confirm things, Nelson let him know that we meet once a month in order to approve a purchase agreement. Nelson has not been able to connect lately with Clair VanGrouw, contractor from Fairmont, for either the subdivision or the Co-op land as he likes to do four and five plexes.
- c. Westview Ridge - nothing to report

## **6. Other Business**

- a. GMNP membership - Greater Minnesota Partnership, the EDA and JEDC had split a membership, focuses on issues for Economic Development. Their main focuses are Child Care, Broadband, Housing, Workforce Development, Infrastructure and Business

Property Taxes. Membership due is \$250, with the assumption that the JEDC approves as well.

**Bargfrede moved to approve the GMNP Membership request, contingent on the JEDC also approving; seconded by Olson. Motion passed unanimously.**

- b. JBDC - Jackson Business Challenge 2020 request - the Business winner for 2019 did not meet the deadline of a September 1st opening, so as per the guidelines they will not be receiving the winnings. The big obstacle was finding a suitable location, the business had both retail and a retreat space and could not find a location for both. It is not uncommon for communities to not have the winner able to proceed, sometimes due to no suitable winner. It brought a lot of life to Jackson. The JBDC is looking to announce this month that they are running it again in 2020. They would like the JEDC to roll-over their unused 2019 funds to the 2020 program. The rest of that package is: the Chamber giving one year free membership, Livewire is giving a package of free materials as well as advertising, the radio station is offering some free business advising as well as advertising, Costello, Carlson, Butzon & Schmit are offering services, Reed & Brinkman as well, and JEDC is offering \$5,000 to go towards building costs, rental or purchase.  
**Frodermann moved to make a recommendation to the City to approve the transfer 2019 pledge to 2020; seconded by Bargfrede. Motion passed unanimously.**
- c. SWIF Request for funds - \$1,126 - it was discussed, no motion.
- d. 2019 Housing Study recommendations review - Nelson went through the items after last month to narrow them down to top priority, to what to work on after the green items and finally ones to keep on the back burner. The top items to start our focus on: to seek a developer to build four or five-plex units for subsidized to moderate rental housing; work on strategies to encourage residential lot sales and new home construction-looking to partner with Boekett to create a proposal for developers; continue to contact contractors to build twin homes; continue to promote owner-occupied housing rehabilitation programs like SCDP and assist the City to identify potential properties to acquire and demolish to rebuild.
- e. Census 2020 Committee - they are looking for a committee to be created, called the Complete Count Committee, that would work to promote and encourage awareness of the census. It was decided that the Economic Development office has enough that they are working on and the Board does not want us to pursue it. Mayor will bring it up at the next City Council meeting to see if there is any interest there to create the Committee.

## **New Business**

- a.

## **7. Adjourn**

**Chair Sieler adjourned the meeting at 1:00 pm**