

Jackson Economic Development Authority
September Meeting Minutes
Thursday, September 13th, 2018, 12:00 p.m., Jackson City Hall

Voting Members: A_ Kent Bargfrede _A_Brandon Finck _X_Dennis Frodermann
 _X_Tim Olson, Vice Chair _X_Rocky Sieler, Chair _X_Arlene Vee,Sec./Treas.
 _X_Mayor Wayne Walter

Staff: _X_ Thomas Nelson _X_ Matt Skaret

1. Call to order

Meeting was called to order by Chairman Sieler at 12:00 p.m.

2. Agenda Changes

- a.
- b.

3. Minutes

- a. August 9th, 2018 Meeting Minutes

Skaret noted that he was not present at the previous meeting even though the minutes showed that he was. Nelson said he would make the correction.

Frodermann moved to approve the corrected August 9th's meeting minutes; seconded by Olson. Motion passed unanimously.

4. Reports

- a. EDC Report:

Nelson gave his report. He reported that he would be had been working with Palmer Bus Service to find them a site for a 16,000 sq/ft bus garage. He reported that the site had multiple complications and that Palmer Bus Service was requesting assistance in the form of abatement from the city and county. Nelson reported that the two hearing dates would be September 18th and October 2nd. Nelson reported that he was working with multiple potential businesses and the JEDC. Nelson said that he went to St.Paul on August 10th for a Community Venture Network event. He reported that he had not made any new connections at the event but was able to reconnect with a few people who he had previously talked about doing projects with. Nelson reported that he had a 60/90 conference call coming up soon. He said that the group was working on how to spend the remaining grant funds. He said that they were planning to develop a social media campaign that would focus on encouraging community members to post photos and videos to centralized pages. Nelson also reported that Drew Hage from Windom and himself would be traveling down to Iowa to meet with people from the Iowa Lake Corridor Development Corporation. He said that he would be talking with them about their "5x5" campaign in order to gain ideas for the 60/90 group. Lastly, Nelson reported that going forward he would be marketing the SCDP, following up with JEDC leads, working to update the JEDC development park concept, helping to develop the JBDC programs, and submitting BDPI funds request.

5. Financial Report

Nelson talked through the financial report. He reported that the 616 fund had a cash balance of \$291,995.43 a year to date income of \$321,784.58 and a year to date expense of \$21,751.58. He reported that the 801 fund had a cash balance of \$443,987.36 a year to date income of \$147,304.80 and a year to date expense of \$3,600.00. He noted that the \$3,600 was two payments on the loan a loan to SWIF for the Ashley Estate project. Nelson reported that the 802 fund had a cash balance of \$15,945.47, a year to date income of \$7,185.94, and a year to date expense of \$8,000.00. Lastly, Nelson reported that

the 804 fund had a cash balance of \$34,227.06, a year to date income of \$11,858.27, and a year to date expense of \$29,750.00. He noted that, on top of two loans, two outstanding invoices had been paid to UCAP from the 804 fund.

a. SCDP Report

Sieler asked if only one SCDP loan had gone through. Nelson confirmed that the spreadsheet showed all of the applications that are in the process of going through. Nelson also reported that he had worked with UCAP to make the application easier to understand and fill out. He said that he had received feedback from multiple community members that the application was too long. Nelson said that he was also going to be promoting the Home Owner Fix-Up Loan that could be paired with the SCDP.

6. EDA Owned Properties

a. Sunset View Phase 1 - nothing to report

b. Sunset View Phase 2

Nelson reported that Dan Wagner a contractor from the Worthington area contractor had contacted the Economic Development Office again. He said that he encouraged Wagner to reach out to him if he was looking to do a larger project.

Olson told Nelson that he should be direct Wagner to look at the video the EDA had created.

c. Westview Ridge - nothing to report

7. Other Business

a. Purchase Agreement Update

Olson moved to approve the corrected August 9th's meeting minutes; seconded by Frodermann. Motion passed unanimously.

b. Community Research

Nelson reported that he was working Rebecca Charles from CEDA to update an employer survey from 2011. He said that the survey would be targeting commuters to see what is stopping them from moving to Jackson.

Nelson wanted to point out to the group that housing study had last been updated in 2013 and that they should consider doing another.

c. Dilapidated Properties

City Administrator Matt Skaret said that the city had identified 17 properties in town that were considered dilapidated and beyond repair. He said that the city attorney would be contacting owners of the houses.

8. New Business

a.

b.

9. Adjourn

Chairman Sieler adjourned the meeting at 12: 13 pm.