

Jackson Economic Development Authority
October Meeting Minutes
Thursday, October 11th, 2018, 12:00 p.m., Jackson City Hall

Voting Members: _A_ Kent Bargfrede _X_ Brandon Finck _A_ 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 12:05 p.m.

2. Agenda Changes

- a.
- b.

3. Minutes

- a. September 13th, 2018 Meeting Minutes
- b. September 17th, 2018 Meeting Minutes

Mayor Walter moved to approve the meeting minutes; seconded by Olson. Motion passed unanimously.

4. Reports

- a. EDC Report:

Nelson gave a summary of his report. He reported that he had been working to complete the Palmer Bus abatement paperwork, he had been working on developing the JBDC programs, completing the BDPI request paperwork, and preparing for Minnesota manufacturing week.

Nelson highlighted a few of dates on his report that were notable. Nelson pointed out that he had had a meeting with the people from the Iowa Lakes Corridor Development Corporation. He reported that Drew Hage from the Window EDA and him met with them to discuss their "5x5 Campaign". The campaign was aiming to grow the lakes area population by 5% in 5 years. Nelson said that their campaign would utilize "Community Champions" by giving them toolkits and empowering the champions to recruit friends and family to the area. Nelson said that while he didn't think that the tactic constituted an entire campaign he said that the idea of empowering community champions was something that the 60/90 group could utilize. He noted that he had attended the Status of Minnesota West event on September 25th and that he would touch on that more latter in the agenda. Nelson reported that he had met with multiple local business owners who were interested in expanding their businesses. Nelson said that he had delivered cookies to businesses with the Chamber of Commerce Director on October 4th and 5th. Lastly Nelson reported that he had attended another Live 60/90 meeting to work on the regional marketing campaign.

Nelson pointed out a few important upcoming dates and items that he would be working on in the coming month. He pointed out that he would be gone for drill October 23rd though the 28th and that the CEDA Partnership Celebration would be on November 8th. He mentioned that he had been attending the Iowa Lakes Area Young Professionals meeting and had been talking with the Chamber of Commerce director about doing some events in Jackson. Lastly he said he would also be working on marketing the SCDP, following up with leads, working on JBDC programs, and helping local businesses.

- b. Financial Report

Nelson talked through the financial report. He reported that the 616 fund had a cash balance of \$292,549.43 a year to date income of \$322,384.58 and a year to date expense of \$21,797.33. He reported that the 801 fund had a cash balance of \$508,243.03 a year to date income of \$211,560.47 and

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a year to date expense of \$3,600.00. He noted that Includes \$58,675.19 JEDC loan payment which will be transferred out of the 801. Nelson reported that the 802 fund had a cash balance of \$16,9603.60, a year to date income of \$7,843.97, and a year to date expense of \$8,000.00. Lastly, Nelson reported that the 804 fund had a cash balance of \$36,696.60, a year to date income of \$16,127.81, and a year to date expense of \$31,550.00.

- c. SCDP Report - nothing to report

5. EDA Owned Properties

- a. Sunset View Phase 1 - nothing to report
- b. Sunset View Phase 2

Nelson reported that Anita from Fairmont is very interested in Lot 12. He told the board that he had contacted her to tell her about the clarifications that the EDA had made regarding the building requirements. He said that she felt a lot better knowing that she wouldn't lose her money if she was unable to build in time. She mentioned that she would likely stop by his office to pick up and review the paperwork with hopes to buy a lot sometime this fall and start building next spring.

Nelson also mentioned that Dan Wagner from Wagner construction had once again conted the development office this time asking about setbacks and covenants. He said that Dan was interested in building spec homes and that he had encouraged Wagner to let him know if he was thinking about doing multiple projects.

- c. Westview Ridge - nothing to report

6. Other Business

- a. JBDC Business Competition
 - i. Asking EDA to commit to giving a \$10,000 forgivable loan for the winner.

Nelson gave an overview of the JBDC business competition. Nelson reported that the competition would take place next year and would consist of three rounds. He said that after the announcement at the first of the year business concepts would be due mid February for round one. Round two would entail submitting a formal business plan and then round three would be a presentation to a panel. He told the group that the winner would then win a prize package to assist with starting the business. The JBDC was asking the EDA to commit to awarding the winner with a \$10,000 forgivable loan. He also mentioned that the goal of the program was to identify more than just one business but that he would hopefully help other finalist to open in Jackson.

The group discussed the competition. They said that they were happy to see the JBDC working on meaningful projects. They all agreed that it was important to support the efforts of the JBDC while they had momentum. It was also said that the EDA needed to support local businesses. Nelson told the group that in order of precedence the group needed to decide if they wanted to monetarily support the program, if so how much do they want to commit, and lastly what restrictions do they want to put on those funds. The consensus of the group was that they wanted to support the program and that \$10,000 seemed like a reasonable amount. They discussed how many years should it take for the loan to be forgiven and if they should secure the loan. Finck said that five years would be to long because a lot can happen and if the business does close down it wont help the situation by demanding they pay the EDA back. The group agreed that it would be difficult to secure the loan. They also agreed that they should view this as giving away \$10,000 to a new business.

Finck moved to commit \$10,000 towards the JBDC business competition to be put towards a forgivable loan. The loan will be forgiven after 2 years and will be unsecured but must go towards the business.; seconded by Olson. Motion passed unanimously.

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Nelson also warned the EDA that the JBDC was working on a facade upgrade program. He said that the group would likely be asking the EDA to commit \$25,000 towards the program. He said that the goal would be to fund five projects with a maximum of \$5,000 towards any project.

b. Student Housing

Nelson reported that at the Status of Minnesota West presentation the College President had shared with him details about the Worthington student housing project. He told Nelson that the project was a combined effort from both private and public entities. He said the 110 unit project was constructed on state land which added multiple complications. The state contributed approximately \$500,000 to help make up for the prevailing wage requirements and the city gave the developer a \$900,000 loan. He also mentioned that because the state was leasing the land to the developer traditional financing could not be secured but a bank from Fulda still contributed.

Nelson told the board that he had already contacted the company who built in Worthington. He also told the board he intended to join personnel from Minnesota West when they visited Northwest Iowa Community College. The college has some housing examples that may fit in Jackson. The group said that they had tried in the past to get student housing projects going and that they would support a project on the EDA owned land next to the college.

c. Greater Minnesota Partnership (GMNP)

i. Membership renewal \$250

Item was not discussed.

7. New Business

a. Video Update

Olson had Nelson play the promotional video. He told the board that he had contacted Connie from Beyond Broken and had asked how much it would cost to update some of the video footage. He said that he would like to capture the beautiful fall colors and that it would only cost \$500. Nelson said that the video had been \$500 under budget and therefore a vote was not needed. The group agree to update the video.

8. Adjourn

Chairman Sieler adjourned the meeting at 12: 56 pm.