

MEETING MINUTES
JACKSON ECONOMIC DEVELOPMENT AUTHORITY (EDA)
THURSDAY – 12:00 NOON – CITY HALL
January 14, 2016

Members: E DeeAnna Peterson X Kent Bargfrede X Denny Frodermann
 X Rocky Sieler X Brandon Finck X Wayne Walter
 X Tim Olson

Staff: X Jennifer Bromeland X Sue Pirsig X Staci Beseke

Rocky called the meeting to order.

Additions to the Agenda (Agenda Item 2.a.)

a. Bill from Western Community Action for loan administration fees added to the Consent Agenda

Consent Agenda (Agenda Item 3)

The consent agenda included the following items:

- a. Minutes of December 10, 2015 meeting
- b. Bill for \$250 from WCA for loan administration fees

K. BARGFREDE/D. FRODERMAN moved and seconded and it was unanimously carried to approve the consent agenda.

EDA Owned Properties (616 Fund)

616 Fund Financial Report (Agenda item 4.a.)

The 616 Fund financial report was reviewed. No major questions or concerns were noted.

Twin Homes (Agenda Item 4.b.)

The south twin home was rented out effective in December. Both units are currently leased.

Sunset View Phase 1 (Agenda Items 4.c.)

A letter was sent to Peter & Aimee Bouten reminding them of the covenants which state that the house must be completed within one year of the purchase of the lot. Peter contacted Rocky to explain that they have had contractor issues and this has caused a delay in progress. Boutens are now completing a lot of the work themselves but at a slower pace than a contractor could. They will work to get the things done that are needed to obtain a certificate of occupancy as soon as possible.

After brief discussion, it was decided not to take any further action at this time.

Sunset View Phase 2 (Agenda Items 4.d.)

There has been no new activity since the last meeting. Scott Bahr was only real estate agent to report. There was discussion on possible reasons why there is no new interest. Ideas include:

- The economy
- Other potential areas in town to build
- Lack of available contractors

West Ridge Estates (Agenda Item 4.e.)

There is nothing to report at this time.

Programs Update

802 Fund Reports (Agenda Item 5.a.)

The 802 fund report was reviewed. It was requested that a line item be added to the report that shows the balance of the different accounts so they know at quick glance how much money is available to loan out.

It was also suggested that the real estate agents be reminded of the SCDP Program income loan program to maybe aide in selling vacant commercial buildings.

804 Fund Reports (Agenda Item 5.b.)

The 804 fund report was reviewed. It was suggested that these programs would be better promoted through the use of non-local advertising, social media, City Bill inserts, etc.

Nikki Austen Owner Fix-up Loan Request (Agenda Item 5.b.i.)

Nikki Austin has been approved for an additional amount on her SCDP loan and is requesting a loan in the amount of \$5,000 from the Owner Fix-up Fund. WCA staff has reviewed her application and recommends approval.

K. BARGFREDE/D. FRODERMAN moved and seconded and it was unanimously carried to approve Nikki Austin's Owner Fix-Up Fund application for \$5,000.00.

SCDP Progress Report from WCA (Agenda Item 5.c.)

28 loans were written by the end of the grant period. We will need to re-apply for funds in 2016 for them to be approved and available for the future.

WCA Administrative Fees Follow-Up (Agenda Item 5.d.)

WCA has agreed to charge \$300 per application for administrative fees. This is \$200 less than what they stated they would charge at the time of the agreement to administer the Fix-up Fund. They are unable to go lower than \$300.

Goal Setting for 2016 (Agenda Item 6.a.)

A goal setting meeting was scheduled for Tuesday, January 19th at noon at the Pizza Ranch.

Spring Fix-up Edition Ad (Agenda Item 6.c.)

ED staff stated asked if the board would be interested in advertising in the Spring Fix-Up edition of the Pilot this year. The ad would be a ¼ page color ad for \$315. Discussion ensued about the pros and cons of running an ad.

W. WALTER/T. OLSON moved and seconded and it was unanimously carried to approve a ¼ page color ad for \$315 if the Pilot agrees to include a story about available EDA programs in the Spring Fix-Up Edition.

With no time left for the meeting, agenda item 6.b., Legislative Platform, was tabled to the next meeting.

Staci Beseke, Acting Secretary