

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

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

Staff: E Jennifer Bromeland X Sue Pirsig X Staci Beseke

Rocky called the meeting to order.

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

a. Offer to purchase/split lot

Consent Agenda (Agenda Item 3)

The consent agenda included the following items:

a. Minutes of March 10, 2016 meeting

B. FINCK/K. BARGFREDE 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.)

ED staff reported both units of the Twin Home are still occupied. Boutens have given their 30 day notice effective April 30th. There is another tenant that will be moving in as soon as the unit is ready.

It was asked if the Twin Homes are always listed for sale as it was noticed that they are not currently listed on local real estate agent's websites. Discussion ensued and it was agreed that the units are always for sale but can only be shown for the 30 days following notice of a current tenant moving out. ED staff will contact the local agents to verify this info and to ask if they'd like to place for sale signs on the property. If they are unwilling to do so, ED staff will get a quote from Snick Signs for "For Sale" signs that the EDA can purchase and place on the property.

Sunset View Phase 1 & 2 and West Ridge Estates (Agenda Items 4.c, d & e)

There is nothing to report for Phase 1 or West Ridge. ED staff reported that they are working to obtain a satisfaction of the mortgage that was on Sadusky's property in Phase 2 because the house sold.

Programs Update

802 Fund Reports (Agenda Item 5.a.)

The 802 fund report was reviewed. It was asked if the City Council approved applying for additional funds during the next application process. ED staff reported that it was suggested at the last Council meeting but no formal motion was made. It was asked that ED staff make sure this happen at a future meeting.

804 Fund Reports (Agenda Item 5.b.)

The 804 fund report was reviewed. No major questions or concerns were noted.

SCDP Program Income Loan Request (Agenda Item 5.c.)

Kim Church with the Deputy Registrar applied for SCDP Program Income funds to re-roof her building. She would put \$6,650 of her own funds in to the project, SCDP would provide her a forgivable loan of \$6,650 and she would also have a loan at 1% for \$6,650 from the City. She met all criteria through WCA and has been approved by them.

K. BARGFREDE/D. FRODERMAN moved and seconded and it was unanimously carried to approve the loan for \$6,650 at 1% interest and \$6,650 as a forgivable loan at 0% interest.

Update on Information Gathered After Brainstorming Session (Agenda Item 6.a.)

The following items were reported on pertaining to the March 28th brainstorming session:

- Community Center – Possible options and locations were discussed. ED staff reported that they did some research and feel that bonding will not be a realistic option for funding. It was asked that ED staff contact surrounding towns that have community centers to see how they funded their projects.
- RLF Fees – ED staff reported that surrounding towns were asked how much their RLF fees were at the highest fees they found were \$100 but that the borrower was required to pay all closing costs. (The City's fee is \$500 but covers all closing costs.)
- Effects of Hwy. 71 Construction on Businesses – The Chamber has a committee set up that is working with local businesses affected by the construction. The EDA is welcome to join the Chamber in these efforts.
- Capitalizing on Motorplex Traffic – The Chamber is working with Chamber members to capitalize on the potential benefits of the Motorplex changes. They are willing to meet with the EDA regarding this topic.

- Small & Emerging Business Loan Funding – ED staff reported that she researched available grant funds from USDA Rural Development for the Small & Emerging Business Loan program. The application deadline has passed for 2016. A note will be made to revisit early this opportunity next year.

Offer to Purchase/Split Lot (Agenda Item 2.a.)

ED staff reported that Fincks and Fransens requested to purchase the lot between their houses (Block 1, Lot 2 in Sunset View Phase 2) for the full asking price. Discussion ensued about the pros and cons of the offer. The decision was tabled until the next meeting due to lack of quorum.

Reschedule May Meeting (Agenda Item 6.b.)

Because ED staff will be out of the office on the day of our next regularly scheduled meeting, an email will be sent out to re-schedule and the new meeting date will be posted appropriately.

Due to lack of quorum late in the meeting, agenda item 2.a., Offer to Purchase/Split Lot, was tabled to the next meeting.

Staci Beseke, Acting Secretary