

**MEETING MINUTES
JACKSON ECONOMIC DEVELOPMENT AUTHORITY (EDA)
THURSDAY – 12:00 NOON – CITY HALL
May 17, 2016**

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

Staff: Jennifer Bromeland Sue Pirsig Staci Beseke

Rocky called the meeting to order.

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

a. None

Consent Agenda (Agenda Item 3)

The consent agenda included the following items:

- a. Minutes of April 14, 2016 meeting
- b. Bills: Livewire for ad in Pilot for lots: \$107.80

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.)

ED staff reported that they received a call from the new renter of unit 258 asking if the unit can be sold while they are living there (which would force them to move out). It was ED staff's understanding that a unit could not be sold while a tenant was leasing it but that was not stated in the lease agreement.

Due to the fact that the tenant wanted an answer prior to the next EDA meeting, ED staff worked with Rocky on the issue. It was decided that the unit cannot be sold while occupied by a tenant. This decision needs to be ratified by the board. Discussion ensued.

W. WALTER/D. FRODERMAN moved and seconded and it was unanimously carried to approve the ratification of a lease addendum stating that unit 258 will not be sold while occupied by the current renter.

B. FINCK/K. BARGFREDE moved and seconded and it was unanimously carried to change the lease moving forward to allow the EDA to show and sell either twin home unit subject to the current lease in place.

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

It was asked if Doug Deel has received his certificate of occupancy for the house he built in Sunset View Phase 1. ED staff reported that he has not but will talk with the City's building inspector regarding progress and next steps.

Also discussed was the offer from Finck's and Fransen's in Sunset View Phase 2 to purchase the lot between their houses (Block 1, Lot 2 in Sunset View Phase 2) for the full asking price. (Brandon left the room during the discussion and voting.)

K. BARGFREDE/D. FRODERMAN moved and seconded and it was carried to delay the option for Finck/Fransen to purchase the lot for 3 years (until May 17, 2019) and reconsider at that time to allow ample time for lot sales in Sunset View Phase 2. W. Walter was opposed.

Deposits were made by both Finck and Fransen at the time of the offer. ED staff will contact Bull Market Realty to have the checks returned (and not held for 3 years.) The current purchase agreement will still be valid in 3 years and the lots would be sold at the current full asking price at that time, pending board approval.

Interest Shown in Area Behind Good Sam (Agenda Item 4.f.)

ED staff reported that they were contacted by an individual interested in purchasing the area (owned by the EDA) behind Good Sam. They stated that they could purchase either a smaller lot or the entire 18 acres and wanted to know how much the EDA was asking for the property. Discussion ensued.

It was decided that the interested party should make an offer on the full 18 acres. The offer will be considered and discussed at a future EDA meeting.

Programs Update

802 & 804 Fund Reports (Agenda Items 5.a. & b.)

The reports were sent out prior to the meeting for review. ED staff asked if the board would like to continue reviewing all financial reports every month. Kent suggested that they be distributed and reviewed quarterly. The board agreed. Moving forward, ED staff will prepare and distribute financial reports in January, April, July and October.

WCA Proposal for SCDP Application (Agenda Item 6.a.)

The proposal from Western Community Action for the next SCDP application was reviewed and options discussed. It was observed that the owner occupied funds were the most utilized in the past and very beneficial to the City.

T. OLSON/D. FRODERMAN moved and seconded and it was unanimously carried to recommend to the City Council that WCA apply for owner occupied funding only through the SCDP in 2017.

Real Estate Listing Agreements (Agenda Item 6.b.)

The current real estate listing agreements for the twin homes and subdivision lots were reviewed. It was requested that ED staff work with local real estate agents to update the agreements and bring them back to the board for final approval.

Community Center Information (Agenda Item 6.c.)

ED staff reported that they contacted the City of Windom regarding their Community Center. The following information was obtained:

- It took the community two years to raise money for and complete construction of their community center.
- The cost of the project (in 1999) was approximately \$2 million.
- The center is not self-supporting. The City of Windom contributes approximately \$200,000 to \$250,000 per year to help support it.

Discussion ensued. It was decided that the brainstorming list created by the board at a prior meeting should be reviewed to come up with other project ideas.

With no further business to discuss, the meeting was adjourned.

Staci Beseke, Acting Secretary