

**MEETING MINUTES
JACKSON ECONOMIC DEVELOPMENT AUTHORITY (EDA)
THURSDAY – 12:00 NOON – CITY HALL
October 13, 2016**

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

Staff: X Jennifer Bromeland X Sue Pirsig X Dave Maschoff

1. Call to Order

Rocky Sieler called the meeting to order. He noted a quorum was present.

2. Agenda Changes

There were no changes to the agenda.

3. Consent Agenda

The Consent Agenda include the following items:

- a. September 8,2016 Meeting Minutes
- b. Bills: Livewire ad, lots for sale: \$107.80

D. Frodermann/T. Olson moved and seconded and it was unanimously carried to approve the Consent Agenda as presented.

4. EDA Owned Properties

- a. Sunset View Phase 1

Economic Development Coordinator Sue Pirsig said there was nothing new to report.

- b. Sunset View Phase 2

- i. Lot tentatively reserved by the Bidnes

Deb Buschena reported to Sue that Mike and Laura Bidne have made a tentative request on a corner lot in Phase 2 of Sunset View. Pirsig said the Bidnes have also made a down payment and signed a purchase agreement for closing in December 2016. Pirsig said the Bidnes' contractor has called the City Zoning Office regarding information on setbacks. In response to a question from Sieler, Maschoff said no house plans have been submitted at this point to City Hall.

- ii. Twin Home unit 256 fan update

Pirsig reported new ceiling fans are installed and working. A replacement light globe for one of the fans is to arrive at the lumber yard on October 13th. She noted that from photos of the unit before it was shown at the open house it appears the remote control for the original fans may never have been installed.

- c. West Ridge Estates
Pirsig said there was nothing new to report.

5. Program Updates

- a. SCDP survey process
Pirsig reported the Economic Development Office has been handing out a lot of Small Cities Development Program surveys. She said they have been mailed and also delivered door to door in the targeted area. Pirsig noted there's a better response rate for the surveys that are delivered door to door. She said if there isn't a good response rate, a SCDP application won't been submitted this year.
- b. SWMNHP Multifamily Preservation Program
Pirsig said brochures about the SWMNHP Multifamily Preservation Program have been mailed to all licensed rental housing owners in the City of Jackson. She explained it's a very good program to assist landlords in fixing and upgrading rental units. Pirsig said up to \$25,000 is available per rental unit. She said the forgivable loan depends on how much is borrowed over a 10 to 30 year period. Pirsig noted the program is funded by the Minnesota Housing Finance Agency through the Southwest Minnesota Housing Partnership. She said the funding is available to rural counties throughout Minnesota, but there are no per-county limits on the amount of funding. Pirsig said the funding us on a first come-first serve basis. Responding to a question from Vee, Pirsig said she was not aware of a sunset date on the availability for the funding.

6. Other

- a. 802, 804 & 616 Fund Reports. September 30, 2016
The financial reports for the 802, 804 and 616 fund were reviewed. Pirsig noted the current balances in the funds. No major questions or concerns were noted.

7. Adjourn

With no further business to discuss, the meeting was adjourned

David A. Maschoff, Acting Secretary