

**Jackson Economic Development Authority
Meeting Minutes
Tuesday, September 12, 2023, 12:00 p.m., Jackson City Hall**

Voting Members: Rocky Sieler, Chair, Kent Bargfrede, Mike Brinkman, Arlene Vee, Secretary/ Treasurer

Staff: Dave Schmidt and Matt Skaret

Guest: Jeff Stephens

Absent: Tim Olson, Vice Chair; Marcus Polz, Mayor; Brandon Finck

1. Agenda Changes

* Motion made by Mike Brinkman, seconded by Kent Bargfrede, to approve the agenda as presented. The motion was approved unanimously.

2. Consent Agenda

a. Aug 15th meeting minutes

* Motion made by Mike Brinkman, seconded by Kent Bargfrede, to approve all consent items.

3. Guest

a. Jeff Stephens - Ballard Ave lots

Jeff Stephens proposed to the EDA Board that he and his wife want to purchase a portion of the Ballard Ave. property. CeeDair business in 2015 Cedar Wood Products LLC partnership partner Terry Carrick from Mt. Lake area. The company is in the Mt. Lake area, and he wants the business in Jackson. He does approximately 12K a year in sales. He would like to open this business full-time when he retires. He would build a building on the property. The lumber that is needed to make his products would be stored inside. He would develop his shop on the radio tower footprint. The surrounding land could be developed into housing with easements. His company would not increase the traffic in the area and has little to no noise. He has not visited with the neighbors about moving his business in the neighborhood. He sells his products at vendor shows and on Etsy. At the Jackson County Fair, he sold cedar furniture at the venue. The property is zoned Agricultural / Residential, and a conditional permit must be applied. Mr. Stephens said he is open to options.

Chair Sieler said the most significant expense to the EDA Board is surveying the land and easements. Once the property sells, these costs would transfer to the buyer.

Chair Siler recommended that he contact his neighbors about his business moving to the neighborhood and the possible traffic.

Chair Siler requested that Mr. Stephens provide a detailed offer outlining the land's location, size, and proposed price and bring it back to the EDA board for discussion.

4. Reports

a. EDC Report (Attachment A)

Dave reported that the final plat for workforce housing was approved by Planning & Zoning last night. It is scheduled to be considered for approval by the City Council on September 19th.

The bids for the workforce housing infrastructure will be reviewed and approved on September 19th, and the project is scheduled to begin next month.

Dave said he would meet with Wade Wacker in October to discuss further the opportunity to purchase land to develop single-family homes.

Dave mentioned that all commercial funds have been allocated to the Small City Development Program, but 50% of the residential funds are still available.

Dave provided an update on the progress of the UCAP homes' construction, which Welp and Themnitz are building. While visiting EXIT Reality, he learned that there had been minimal interest in purchasing the homes, with only one application requested. However, the interior work on both homes is progressing well, and they have been fully enclosed. The major obstacle for potential buyers is the high-interest rates.

During the latest JEDC meeting, Dave said the group focuses on infrastructure grants for Industrial Park road projects.

The Jackson Business Development Committee (JBDC) is creating a community survey for business owners and community leaders in response to Rethos' visit on August 23rd. Additionally, they are enhancing the Jackson Business Challenge guidelines for an October launch.

Our business challenge recipient, Wild Flower, is ordering equipment and is on track to open in the first week of November.

Rebuilding Together completed a project in Jackson last Saturday and plans to meet on September 18th to strategize for 2024.

The City of Jackson and Little Huskies Learning Center are working together to develop a plan that will ensure the Center's sustainability and prosperity moving forward. It is imperative for our community that the Little Huskies Learning Center remains open and operational. The Economic Development Office is currently focused on creating a well-organized budget that is easily manageable to help achieve this goal. The Center is now under the guidance of a new management team and board of directors.

- b. Financial Report (Attachment B)
- c. City Loan Fund Report (Attachment C)

*** Motion made by Arlene Vee, seconded by Mike Brinkman, to approve all reports. The motion was approved unanimously.**

5. Other Business

a. Westridge lot sale

* Motion made by Kent Bargfrede, seconded by Arlene Vee, to recommend the City Council approve selling Westridge Block 1, lots 1 & 2 to John and Connie Meyers for \$1,000 and split Westridge Third Edition lot 3 to Marcia Bahr and Paul Mohns for \$500 each. The motion was approved unanimously.

b. Downtown Building Improvement Program

* Motion made by Kent Bargfrede, seconded by Mike Brinkman, to recommend the City Council approve allocating \$25,000 for the 2024 Downtown Building Improvement Program. The motion was approved unanimously.

c. Terms of home fix-up loans

* Motion made by Bargfrede, seconded by Mike Brinkman, to approve extending the term of home fix-up loans to a maximum of 7 years. The motion was approved unanimously.

6. Adjourn

**Motion made by Arlene Vee, seconded by Mike Brinkman, to adjourn the meeting. The motion was approved unanimously.

At 1:00 p.m., Rocky Sieler, the Chair, adjourned the meeting at 1:00 p.m.

The next scheduled meeting is Tuesday, October 10, 2023, at 12 p.m.

Respectfully submitted,

Shelley Pohlman

Shelley Pohlman
Sign

10-10-2023
Date

Economic Development Coordinator's Report

Major Work Items

EDA

- **Workforce Housing** - Final plat was approved by P&Z last night and will go to the City Council for approval on Sep 19. Bids for infrastructure work will be reviewed and approved on Sep 19 as well. Project is on schedule to start next month.
- **Single Family Housing Land** - Purchase is on hold for now. We will touch base again in October.
- **SCDP** - Commercial funds are allocated. Around half of the Residential funds are still available.
- **UCAP Spec Homes** - Construction continues on the first two homes. There has been minimal interest so far.

JEDC

- Working on infrastructure grants for Industrial Park road projects.

JBDC

- Planning follow-up steps from Rethos meeting on Aug 23. Looking at a community survey and meeting.
- Reviewing Jackson Business Challenge guidelines.

Rebuilding Together

- An additional project was completed in Jackson on Saturday (9/9). The Jackson group will meet on Monday (9/18) to start planning for 2024.

Miscellaneous.

- The City continues to work with the Little Huskies Learning Center to help the center become financially sustainable.

Meeting/Events Attended

- Aug 15th - City Council
- Aug 21st - Greenseam
- Aug 22nd - JEDC
- Aug 22nd - DBS Housing zoom
- Aug 23rd - RETHOS
- Aug 24th - First Children's Finance
- Aug 24th - Little Huskies
- Aug 30th - Minnesota Housing Zoom
- Aug 30th - DBS Housing

Economic Development Coordinator's Report

- Aug 31st - DBS Housing
- Aug 31st - Little Huskies
- Sep 1st - City Finance/DBS
- Sep 5th - City Finance/DBS
- Sep 5th - City Council
- Sep 6th - MN Housing zoom
- Sep 6th - Little Huskies
- Sep 7th - JBDC
- Sep 7th - First Children's Finance/LHLC
- Sep 11th - Planning & Zoning
- Sep 12th - JEDC
- Sep 12th - KKOJ/Morning Juice
- Sep 12th - EDA

Upcoming Events/Meetings

- Sep 13th - Rebuilding Together
- Sep 15th - CVN in Lakeville
- Sep 19th - City Council
- Sep 26th - JEDC
- Sep 28th - CEDA virtual training
- Oct 3rd - City Council
- Oct 5th - JBDC
- Oct 10th - JEDC
- Oct 10th - EDA