

Jackson Economic Development Authority (EDA)

Meeting Agenda

Tuesday August 12, 12:00 pm

Jackson City Hall

Quorum: 4

Voting Members:

- Marcus Polz, Mayor
- ✓ Rocky Sieler, Chair
- ✓ Tim Olson, Vice Chair
- ✓ Joe Pell, Council Member Ward 2 and Treasurer
- Michelle Eckert, Secretary
- ✓ Kent Bargfrede
- ✓ Mike Brinkman

Staff: X Jack Brinkman, EDC; X Dave Lovell, Interim EDC; X Kent Bargfrede, Interim EDC; Jim Langborg, City Administrator; and X Peggy Markman, EDA Assistant

Call the meeting to order.

Rocky Sieler called the meeting to order at 12:05 with a quorum.

1. Agenda Changes

- a. Loan files update – Discussed under Financials

Motion made by Tim Olson, seconded by Joe Pell, to approve the agenda as presented.

2. Consent Agenda

- a. July, 2025 Meeting Minutes

Motion made by Joe Pell, seconded by Kent Bargfrede, to approve all consent items.

3. Unfinished Business / Open Items:

- a. Revolving Loan Fund for Business update.

It was shared that the loans have been approved by City Council. Waiting for work to be completed and bills to be received. Debra Hesser's work has been completed; check approval will be at the next City Council meeting agenda.

- b. Opportunities and strategies to attract new business.

Discussed possibly presenting a 5 business - \$2,000 program. The prospect would need to present their business plan and if followed through, they would receive \$1,000 up front and then the remaining \$1,000 in 6 months. Discussion on what is need for creating an application and make sure that it is solid before we put it out there. Business needs to be required to have hours open and not appointment only. Need to market it through website, Facebook, newspaper, City of Jackson and Chamber bulletin boards and realtors' office.

4. Financials

- a. No financial report

It was questioned why they haven't seen a Financial Report for some time. It was stated the Financials were the day before. This had already been addressed will be received monthly going forward.

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b. Loan Files update – Peggy Markman

Reported that the current loans that are held at the City of Jackson are in good standing except for Kat's. It was requested for a loans system to use as a tool for all of the loans so that we can go away from the current manual process. It was suggested that it can be a simple program to process payments and having information for the loan. Also to have a policy for when and how to service past due payments. It was noted that the loans are serviced on the City of Jackson side not the EDA. Question was also asked on the time line for the new IT company to start and that was unsure.

Motion made by _____, seconded by _____, to approve the financials.

5. Discussion items

a. New EDA hiring policy.

Just making sure everyone is aware of the new policy.

6. Other Business

a. New potential loan application for home fix-up loan. –(Peggy)

Have had one new potential customer come in for a fix-up loan. Have been in contact with UCAP on the application process. Much discussion on the programs and funding that is available. We need to market better to increase awareness of what is available. Suggested creating a Facebook page and also taking the information to the banks and realtors as well.

b. Real Estate sale finalized.

Sale of the multi-tenant building was final on 8/7/2025.

c. Sign Update (Joe)

There are 4 options of foam, metal, steel and wood for new signs. Over all consensus was to keep style #3 like the one by the golf course with the base that is already there and update the sign. Majority liked option one that is the high priced one but because it offers long-lasting quality. Question was asked about the future road project. We will have to ask Wes on timing and the where the project will actually be located.

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d. Twin home project update

This is still in process, they are waiting for the contract to come back. Because of the change with the storm sewer line, the contractor had to move on to a different project.

7. Adjourn

Motion made by Rocky, seconded by _____, to adjourn the meeting at 1:00.

Next meeting, September 9, 2025