



Faribault Economic Development Authority  
**MEETING MINUTES**

Thursday | December 19, 2019 | Regular Meeting

The Faribault Economic Development Authority met in the 1<sup>st</sup> Floor Public Meeting Room at City Hall, 208 1<sup>st</sup> Avenue NW, Faribault, Minnesota.

**Members Present:** Dave Albers, Matthew Carlander, Rod Gramse, Kevin Voracek, Matt Drevlow and Janna Viscomi

**Members Absent:** Gary Kindseth

**Staff Present:** Community and Economic Development Director Deanna Kuennen, Economic Development Coordinator Samantha Markman, City Administrator, Tim Murray and Administrative Assistant I, Kari Casper

**Others Present:** None.

**1. Call to Order / Roll Call / Agenda Approval**

**Action:** Chair, Rod Gramse called the meeting to order at 703 a.m.

**2. Approval of Minutes**

**A. Minutes of November 21, 2019 EDA Meeting**

**Action:** Motion was made by Carlander and seconded by Albers to approve the minutes of the November 21, 2019 meeting as written. Motion carried (4/0).

**3. Routine Business**

**A. Monthly Loan Status Report**

**Discussion:** None.

**B. Permit Activity Update Report**

**Discussion:** Kuennen stated that she has presented a year-to-date permit activity report which is not the annual. She also wanted to make note that there the permit activity for the year is up considerably.

**C. Monthly Budget Report**

**Discussion:** None.

**Action:** Motion was made by Albers and seconded by Voracek to approve Routine Business as presented. Motion carried (4/0).

4. Public Hearings

A. None

5. Items for Discussion

Viscomi arrive at 7:07 a.m.

**A. Downtown Exterior Rehabilitation & Exterior Improvement Program Application: 230 Central Avenue – T Nelson Properties**

**Discussion:** Markman presented the applicants submittal to put in nine apartments in the space. The application has two applications since there are two PID's for this building wherein he is requesting a total award of \$30,000. It was noted that the project is not authorized to move forward as of yet, as there are planning and zoning processes and approvals, include a variance for density, that are required. The proposed plans include building eight apartments but current zoning only allows five apartments. This project also would require HPC approval.

**Action:** Motion was made by Carlander and seconded by Voracek to approve Resolution 2019-33 Approving Downtown Commercial Rehabilitation & Exterior Improvement Program Award for 230 Central Avenue as written. Motion carried on a (5/0) vote.

**B. Hwy 60 Commercial Site Improvement Program Application: 108 4th Street NW – Lester Properties LLC**

**Discussion:** Markman presented this application, which it was noted was the first application for this program and the application deadline is December, 2019. Markman stated that the applicant is proposing to put a new roof on the building. He has requested funds prior to this from the EDA which were used to tuck point the east side of his building; however, there were some other issues that were discovered during this project. The applicant is hoping to request additional Downtown Exterior Rehab program funds in the future. This particular request for provide funding for a new roof. The applicant is seeking a six month deferred loan, for 75-percent of the total project cost of \$18,570 which is \$13,925.50. The project would provide a 3-percent fixed, 5-year, amortized to a 10 years, with a balloon payment option at the 5 year mark. The loan would be secured through a second mortgage on the property, and the monthly payments would come to approximately \$131/month. After discussion, Chair Gramse stated that this request fits within the guidelines of the program and requested a motion for approval.

**Action:** A motion was then made by Viscomi and seconded by Voracek to approve Resolution 2019-34 Approving Highway 60 Commercial Site Improvement Program Award for 108 4<sup>th</sup> Street, NW as written. Motion carried on a (5/0) vote.

### Updates/Project Reports

**Discussion:** Kuennen discussed the need to grow the membership of the EDA's Loan Review Committee. This is a volunteer committee of banking/lending professionals who assist with loan reviews and requests. Membership has varied, but currently the Committee consists of only one member. After much discussion, Voracek suggested reaching out to the Gene Buhr and Drevlow stated that KGP may have some credit analysts that might be willing to participate.

Voracek inquired as the status of Cry Baby Craig's. Markman provided an update.

Another topic of discussion was marketing with Twin Cities Public Television which the board requested additional information on the types of packages offered.

Drevelow wanted to make note that he would like to see more of communication between the EDA and HRA on potential projects that are requesting funds.

Kuennen brought up Foreign & Direct Investment and how the Governor will be holding a seminar sometime at or around the end of January. They have asked Faribault to be on the panel. It will include owners of foreign corporations.

### 7. Adjourn

**Action:** Motion was made by Albers and seconded by Carlander to adjourn the meeting at 7:54 a.m. Motion carried (6/0).

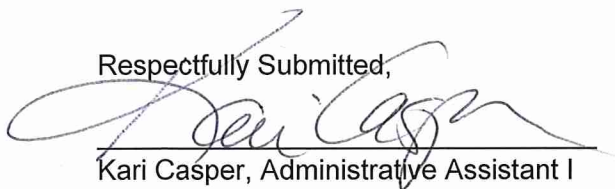


Rod Gramse, President



Dave Albers, Secretary/Treasurer

Respectfully Submitted,



Kari Casper, Administrative Assistant I