



Faribault Economic Development Authority
MEETING MINUTES

Thursday | October 17 | Regular Meeting

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

Members Present: Dave Albers, Rod Gramse, Matt Carlander, 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: Nort Johnson and Kelly Nygaard

1. Call to Order / Roll Call / Agenda Approval

Action: Chair, Rod Gramse called the meeting to order at 7:00 a.m.

2. Approval of Minutes

A. Minutes of September 19, 2019 EDA Meeting

Action: Motion was made by Albers and seconded by Carlander to approve the minutes of the September 19, 2019 meeting as written. Motion carried (5/0).

3. Routine Business

A. Monthly Loan Status Report

Discussion: Staff noted that a Downtown Commercial Exterior Rehab loan was repaid, per program guidelines due to the sale of the building within five years.

B. Permit Activity Update Report

Discussion: None.

C. Monthly Budget Report

Discussion: None.

Action: Motion was made by Voracek and seconded by Viscomi to approve Routine Business as presented. Motion carried (5/0).

4. Public Hearings

A. None

Matt Drevlow arrived at 7:10 a.m.

5. Items for Discussion

A. Downtown Micro Grant Presentation, Main Street

Discussion: In February the EDA passed Resolution 2019-02 establishing the Downtown Micro-Grant Program dedicating \$25,000 for the program and authorizing Faribault Main Street to administer the program on behalf of the EDA. Kelly Nygaard was present and gave an overview of the first grant cycle and provided recommendations for the grant awards. The grants will be awarded directly to the businesses and each recipient will report within 12 months on how the funds were used. There were 10 applicants, seven of which made it to round three, and six were recommended for awards. The recommendations included:

- Gather, for \$3116 to be used for light fixtures and an interactive website;
- Mighty Fine Coffee, for \$3,422 to be used for signage and website development;
- Fleur De Lis, for \$3,517 for POS system and website development as well as e-commerce on their website;
- Crack of Dawn, for \$3,767 for dishwasher racks and installation;
- Bluebird Cakery, for \$3,798 for a proper ice cream freezer, dipping well and signage;
- 10,000 Drops, for \$3,977 for new product roll-out.

Action: Motion was made by Voracek and seconded by Viscomi to approve Resolution 2019-28 Awarding 2019 Downtown Micro-Grants as presented. Motion carried (5/0) with Drevlow abstaining.

B. Review – Farmer Seed Nursery Structural Evaluation Report.

Discussion: Farmer Seed, which is a National Registry building, went vacant last year. ISG was hired to conduct a structural review and analysis of the building, and preparation of concept drawings showing how the building could be repurposed for residential or mixed use. The draft report and concepts were shared with the EDA. The basic finding is the building is in good condition and is solid, with the primary concern involving the roof. After much discussion, the EDA directed Staff to work with the property owner to temporary roof work/patching to prevent further decay while the building is being marketed for sale

Action: No action taken on this presentation.

C. 2020 EDA Budget Discussion

Discussion: After last month's meeting and the subcommittee had a chance to meet to discuss the work plan and accompanying 2020 budget, they determined that the fund will be divided into two primary components: levy funds and program dollars. Staff presented the work plan and how the proposed 2020 budget ties to specific EDA initiatives. The EDA supported the proposed work plan and budget, offered no additions or changes, and directed Staff to bring the final work plan and budget back to the November meeting for approval.

Action: No action taken on this presentation.

Viscomi left at 8:10 a.m.

Carlander left at 8:20 a.m.

6. Updates/Project Reports

7. Adjourn

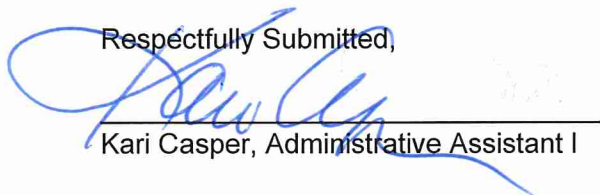
Action: Motion was made by Voracek and seconded by Drevlow to adjourn the meeting at 8:25 a.m. Motion carried (4/0).



Rod Gramse, President



Dave Albers, Secretary/Treasurer

Respectfully Submitted,


Kari Casper, Administrative Assistant I