



Faribault Economic Development Authority
MEETING MINUTES

Thursday | October 21, 2021

Members Present: Dave Albers, Matthew Drevlow, Will Fort, Janna Viscomi, Kevin Voracek and Chair Gramse

Members Absent: None

Staff Present: Community & Economic Development Director Deanna Kuennen, City Administrator, Tim Murray and Recording Secretary Kari Casper

1. Call to Order / Roll Call / Agenda Approval

Action: Vice Chair Voracek called the meeting to order at 7:00 a.m.

Present: Albers, Fort, Viscomi, Vice Chair Voracek and Chair Gramse

2. Approval Minutes

- A. A correction was made to state the correct date which would have been August 19, 2021 to approve.

Action: Motion was made by Albers and seconded by Viscomi to approve the Minutes of August 19, 2021 with the requested corrections. Motion carried on a 5/0 vote.

3. Routine Business: *Agenda items below are approved by one motion unless an EDA member requests separate action.*

- A. Monthly Loan Status Report
- B. Permit Activity Update Report
- C. Budget Status Report

Chair Gramse arrived at 7:07 a.m. and continued to conduct the meeting.

Motion was made by Viscomi and seconded by Albers to receive and file the monthly status reports as presented. Motion carried on a 5/0 vote.

4. Public Hearings

- A. None.

5. Items for Discussion

A. Presentation – 2021 Upstairs Downtown Digital Experience, Kelly Nygaard

Kelly Nygaard provided a presentation on the Upstairs Downtown Digital Experience, which was a project funded by the EDA. The new webpage dedicated to this project highlights through video and still photos, transformations of upper floors in downtown building into residential uses. The purpose of the website is to inspire others to transform upper floors, by providing visual evidence of how the spaces can turn out, along with access to information such as proformas, financial resources, rules/regulations, and maps. The EDA provided favorable comments on the project, and suggested that the same type of project should be done to highlight businesses in the downtown. Nygaard also shared information on the Faribault feature in the RETHOS magazine, which included the LOVE mural, the transformation of 310 Central, and the upstairs downtown project. No action taken on this item.

Drevlow arrived at 7:23 a.m.

B. Discuss/Approve request for Downtown Commercial Rehabilitation & Exterior Improvement Program - 218 Central.

The EDA is asked to consider the Downtown Commercial Rehabilitation & Exterior Building Improvement Program request and adopt Resolution 2021-20 approving the loan requests for eligible permanent exterior improvements for the commercial addresses of 218 Central Avenue. While the request was for \$45,000, after some discussion, the EDA felt that the maximum of \$15,000 per PID was appropriate per program guidelines, and agreed to award the applicant with \$30,000.

A motion was made by Drevlow and seconded by Voracek to adopt Resolution 2021-06 Approving Downtown Commercial Rehabilitation & Exterior Improvement Program Award for 216/218 Central Avenue N for the amount of \$30,000. Motion carried on a 6/0 vote

C. EDA Commissioner Open Seat – Recommendation for Appointment

Currently the EDA has one open seat due to the resignation of Trisha Duncan. The EDA discussed the skills and attributes that they believe would complement the current EDA composition. They then reviewed the four applications that have been received. Albers stated that his current term is ending at the end of this year and he would recommend Dave Campbell to take on his position in an effort to keep the connection between the EDA and Planning Commission. The EDA liked the EDA/Planning Commission connection, and felt that Dave Campbell would be a good candidate upon Albers resignation. The EDA decided that Grant Forsythe would be who they would recommend to City Council to fill the current vacancy.

A motion was made by Drevlow and seconded by Viscomi to recommend Grant Forsythe to fill the seat of Trisha Duncan who's the term would expire in January, 2023.

D. Draft 2022 EDA Work Plan and Budget

Kuennen presented the proposed budget and commented that the EDA may look at opening up the Micro Grant program city-wide rather than just the downtown which was discussed at a previous meeting. In regard to marketing with MREJ, Kuennen stated that a Micro Summit will be held in May, 2022 – but is not reflected in the budget because it was postponed due to COVID in 2020. Kuennen also talked about positioning the EDA to assemble land in key areas, facilitating redevelopment along key corridors, updating the Downtown Commercial Exterior Rehab Program guidelines, staying involved in workforce development, and continuing to explore small business assistance initiatives. Discussion followed, and the EDA consensus was to accept the proposed budget as presented. Kuennen will bring the budget and work plan back to the November meeting for final approval.

Commissioner Fort left the meeting at 8:02 a.m.

No action required at this time on this item.

6. Updates/Project Reports

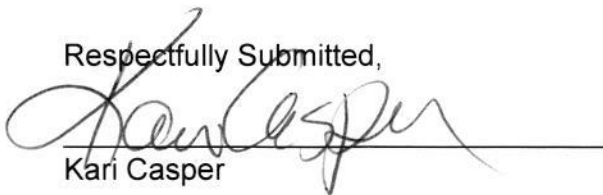
Kuennen gave an update on the projects presented in the report.

7. Adjourn

Action: Motion was made by Viscomi and seconded by Voracek to adjourn at 8:40 a.m.

Motion carried on a 5/0 vote.

Respectfully Submitted,



Kari Casper