



ECONOMIC DEVELOPMENT AUTHORITY AGENDA

PUBLIC MEETING ROOM

THURSDAY, JANUARY 18, 2024

7:00 AM

1. Call to Order
2. Approval of the Minutes
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
4. Items for Discussion
 - A. Resolution 2024-01 Authorize City Staff to Closeout Phase 1 of Downtown Revitalization Program Funding for Faribo Downtown Central LLC
 - B. Resolution 2024-02 Authorize the Release of Phase 2 Downtown Revitalization Program Funding for Faribo Downtown Central LLC
 - C. Preliminary Discussion of the 2024/25 EDA Work Plan and Budget
5. Project Updates - Verbal Update Only
6. Adjournment



ECONOMIC DEVELOPMENT AUTHORITY MINUTES

PUBLIC MEETING ROOM

THURSDAY, DECEMBER 21,
2023

7:00 AM

Meeting Items

1. Call to Order

Chair Gramse called the regular meeting of the Economic Development Authority to order at 7:00 a.m. Commissioners David Campbell, Chris Jeanes, AJ Smith, Tom Spooner, Kevin Voracek, and Chair Rod Gramse attended the meeting. David Wanberg (Community and Economic Development Director) and Tim Murray (City Administrator) attended the meeting in their City Staff roles. David Hvistendahl and Nort Johnson also attended the meeting related to Items for Discussion.

2. Approval of the Minutes

Motion by Tom Spooner, seconded by AJ Smith to approve the minutes as presented. The motion passed unanimously.

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

Wanberg presented the monthly loan status report, the permit activity update, and the budget status report. Motion by Kevin Voracek to receive and file the reports, seconded by Chris Jeanes. The motion passed unanimously. Chair Gramse requested that future budget status reports include each program's budget and fund balance as presented at previous meetings.

A. Monthly Loan Status Report

B. Permit Activity Update Report

C. Budget Status Report

4. Items for Discussion

A. Resolution 2023-13 Approve a Downtown Commercial Rehabilitation and Exterior Improvement Program Loan to Replace the Roof at 405 1st Avenue NE

Wanberg presented a funding request from David Hvistendahl (the "Applicant") on behalf of Hvisten Corp (the "Owner") for an \$11,860.00 deferred loan through the EDA's Downtown Commercial Rehabilitation and Exterior Improvement Program to replace the roof at 405 1st Avenue NE. Kevin Voracek motioned to approve Resolution 2023-13, approving the Applicant's request. David Campbell seconded the motion, and the motion passed unanimously.

After the EDA's action to approve the resolution, the Applicant presented additional expenses associated with the roofing project that were not in his original request and asked the EDA to increase its award to cover the extra costs. Chair Gramse stated that

he did not favor amending the EDA's award to cover the applicant's additional expenses. No one on the EDA made a motion to increase the EDA's award above the Applicant's original request. As a result, the EDA's award outlined in Resolution 2023-13 remained as approved by the EDA

B. Resolution 2023-14 Approve a Downtown Commercial Rehabilitation and Exterior Improvement Program Loan for 322 and 324 Central Avenue

Wanberg presented a funding request from Matt Drevlow (the "Applicant") on behalf of DIC Holdings (the "Owner") for a \$30,000.00 deferred loan through the EDA's Downtown Commercial Rehabilitation and Exterior Improvement Program for exterior improvements to 322 and 324 Central Avenue. Kevin Voracek stated the proposed renovations of 322 and 324 Central Avenue are what the City and EDA desire for the downtown. AJ Smith motioned to approve Resolution 2023-14, approving the Applicant's request. Tom Spooner seconded the motion, and it passed unanimously.

C. Preliminary Discussion Regarding a Potential Request from the Bowling Center at 1802 4th Street NW for a \$100,000.00 EDA Loan for Site and Building Improvements

Wanberg presented a preliminary request from Jill Kes, the Owner of the Bowling Center, for a \$100,000.00 loan for site and building improvements. Ryan Davis is offering to buy the Bowling Center from Jill Kes with the condition that the Owner address certain outstanding items, including repairing the roof and repaving the parking lot. Wanberg noted that the property is associated with a conditional use permit (CUP). While the City Council controls the CUP (not the EDA), Wanberg noted that a sampling repaving the parking lot would not bring the property into conformance with the CUP.

He stated that the City Council may have to revisit the provisions of the CUP. Wanberg stated the Faribault Industrial Corporation is considering offering the Owner a \$40,000.00 ten-year loan at seven percent interest (with the first year being an interest-only payment). The Corporation asked the EDA to consider offering the Owner a \$100,000.00 loan with identical terms.

The EDA indicated that the Bowling Center was an important Faribault business and that it would like to see it operating again. Nort Johnson echoed the EDA's thoughts on the importance of the Bowling Center to the community. The EDA directed Wanberg to work with the Owner to better understand the Owner's proposed site improvements, especially as they relate to the current CUP. The EDA indicated that it was open to providing the Owner with a secured loan that would protect the EDA if the Owner defaults on the loan.

Wanberg stated that he would provide the EDA with additional information at its January meeting regarding the Owner's proposed site improvements and which EDA program could potentially fund the Owner's request.

D. Status of the FDC, LLC Phase 1 and Phase 2 Work and the Forthcoming City Loan to the FDC to be Administered by the EDA

Wanberg reported that on behalf of Faribault Downtown Central, LLC ("FDC"), Nort Johnson is working with City Staff to close out Phase 1 and begin Phase 2 of the EDA's funds to the FDC for downtown building improvements. Wanberg also noted that he is working with the City Attorney to have the City transfer an additional \$500,000.00 in funding to the FDC through the EDA. Wanberg will provide the EDA with an update at its January meeting. The EDA took no action on this item.

E. Preliminary Discussion Regarding a Potential Request from Faribault Mill for EDA Assistance

Wanberg reported that Faribault Mill has not signed its Minnesota Investment Fund

(MIF) documents for a proposed building expansion. Faribault Mill first wants to purchase \$300,000.00 of equipment. Then, as their funds permit, they will consider the building expansion. Since the MIF will not provide a loan without the proposed building expansion, Faribault Mill asked whether the EDA would provide financial assistance (potentially as a grant or zero percent interest loan).

The EDA stated it could consider offering Faribault Mill a secured loan at an interest rate similar to the MIF loan (three percent). Wanberg will follow up with Faribault Mill and update the EDA at its January meeting.

5. Project Updates

Wanberg updated the EDA on projects related to economic development. He stated that the City Staff is actively working with multiple developers interested in developing in Faribault.

6. Adjournment

Chair Gramse adjourned the meeting at 7:40 a.m.

By: _____
David Wanberg, Community and Economic Development Director



Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Director of Community and Economic Development
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Monthly Loan Status Report

BACKGROUND:

The EDA provides financial incentives to businesses growing and/or relocating to the City. The different loan funds are made up of local, state, and federal dollars – each with their own criteria for each type of funding source. Staff intends to dive deeply into the funds in the coming months.

REQUESTED ACTION:

Receive and file as presented.

ATTACHMENTS:

1. 3A - Loan Status Reports

Agenda Item: 3A

December, 2023 Totals

Fund	Program Name	Available Balance	Notes
Fund 249	Minnesota Investment Fund (MIF)	\$12,772.41	2018 MN Legislature authorized one-time exception to “cash out” MN MIF funds. The cashed-out funds are now part of the EDA’s program budget. Available MIF balance must follow re-use guidelines.
Fund 292	EDA Revolving Loan	\$401,953.91	
	- Commercial Development Loan Program (and Grant)		
	- Façade Improvement Micro Loan		
	- EDIF - Economic Development Incentive Program		New program in 2021 – dedicated \$200,000 of loan balance.
Fund 243	Industrial Development Loan	\$292,448.67	Last activity was loan for Cry Baby Craig’s
TOTAL EDA LOAN FUNDS AVAILABLE		\$707,174.99	
Fund 290	EDA Operating Fund/Fund Balance	\$1,347,238.09	Includes one-time transfer of \$249,175 from 2002 land sale
			12/20/2017 – Authorized \$100,000 for the airport building demo/site prep (paid 12/2019) to support commercial development at airport
			Authorized \$150,000 forgivable loan for Daikin
			Does not include EDA Program Funds
Fund 248	Federal MIF Loan	\$626,004.57	Funds are difficult to spend. Uses must meet a national (federal) objective, public benefit standard, environmental review, Davis-Bacon, and extra business reporting requirements. The City Council may request that funds are transferred into the Small Cities Development Program (same federal objectives). This required spending plan and DEED/HUD approval



Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Director of Community and Economic Development
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Permit Activity Update Report

BACKGROUND:

There was one single-family residential new construction building permit in December, resulting in a total of 13 to date. There were no new commercial building permits in December. Refer to the attached permit activity report for additional information. Staff expects building permits to increase in the coming months.

REQUESTED ACTION:

Receive and file as presented.

ATTACHMENTS:

1. 2024-01 EDA - Permit Activity Report

Permit Activity Report 2024				Permit Activity Report 2023		
	Valuation	# of Permits	Permit Fees	Valuation	# of Permits	Permit Fees
January				\$ 38,646,615.29	84	\$ 326,594.52
February				\$ 2,241,426.00	50	\$ 29,846.75
March				\$ 3,194,961.39	105	\$57,624.01
April				\$ 5,693,272.00	112	\$ 68,933.81
May				5534132,36	163	\$ 70,814.19
June				\$ 34,548,833.00	181	\$ 402,574.33
July				\$ 5,028,277.87	139	\$ 64,558.92
August				5637030.95`	138	\$ 60,898.24
September				\$ 2,744,943.00	151	\$ 44,052.98
October				\$ 39,732.39	172	\$ 60,507.13
November				\$ 11,335,775.21	105	\$ 146,763.50
December				\$ 2,626,163.18	101	\$ 47,312.35
Total:	\$ -		\$ -	\$ 106,099,999.33		\$ 1,380,480.73
YTD Permits:		0			1908	
<i>*All Permits includes Building Permits in total (plumbing, heating, signs and electrical).</i>						



Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Director of Community and Economic Development
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Budget Status Report

BACKGROUND:

The Economic Development Authority (EDA) approved a 2024 budget, levy request, and work plan. The budget is divided into "operating expenses" and "special projects" reflecting specific projects, and the work plan focuses on: Available Land, Gateways, Regionalism, Workforce/Data Analysis, and Ongoing Operations.

Attached is the Budget Status report for Fund 290 (Economic Development Authority). *This information is being provided for informational purposes.*

REQUESTED ACTION:

Receive and file as presented.

ATTACHMENTS:

1. 290 Budget Status

General Ledger

Budget Status

User: kcasper
Printed: 1/11/2024 - 2:37 PM
Period: 1 to 12, 2023



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 290	Economic Development Authority							
Dept 290-00000								
R01	Taxes							
290-00000-462-31010	Current Ad Valorem Taxes	322,273.00	318,387.25	318,387.25	3,885.75	0.00	3,885.75	1.21
290-00000-462-31020	Delinquent Ad Valorem Taxes	0.00	1,913.96	1,913.96	-1,913.96	0.00	-1,913.96	0.00
290-00000-462-31030	Mobile Home Taxes	0.00	490.80	490.80	-490.80	0.00	-490.80	0.00
290-00000-462-31035	Delinquent Mobile Home Taxes	0.00	320.92	320.92	-320.92	0.00	-320.92	0.00
290-00000-462-31040	Excess Tax Increment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-31500	PILOT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-31550	Green Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R01 Sub Totals:	322,273.00	321,112.93	321,112.93	1,160.07	0.00	1,160.07	0.36
R02	Permit & Licenses							
290-00000-462-36215	Loan Interest	383.00	306.97	306.97	76.03	0.00	76.03	19.85
	R02 Sub Totals:	383.00	306.97	306.97	76.03	0.00	76.03	19.85
R03	Intergovernmental Revenue							
290-00000-462-33402	Market Value Homestead Credit	0.00	56.51	56.51	-56.51	0.00	-56.51	0.00
290-00000-462-33422	Other State Grants & Aids	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	56.51	56.51	-56.51	0.00	-56.51	0.00
R04	Charges for Services							
290-00000-462-34108	Administrative Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-34700	Application Fees	2,500.00	800.00	800.00	1,700.00	0.00	1,700.00	68.00
	R04 Sub Totals:	2,500.00	800.00	800.00	1,700.00	0.00	1,700.00	68.00
R06	Miscellaneous Revenue							
290-00000-462-36200	Other Miscellaneous Revenue	500.00	15,233.00	15,233.00	-14,733.00	0.00	-14,733.00	0.00
290-00000-462-36210	Interest on Investments	6,600.00	28,527.90	28,527.90	-21,927.90	0.00	-21,927.90	0.00
290-00000-462-36211	Interest Market Value	0.00	14,614.90	14,614.90	-14,614.90	0.00	-14,614.90	0.00
290-00000-462-36240	Refunds & Reimbursements	0.00	275.00	275.00	-275.00	0.00	-275.00	0.00
290-00000-462-36400	Loan Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	7,100.00	58,650.80	58,650.80	-51,550.80	0.00	-51,550.80	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R07	Other Sources							
290-00000-462-39100	Sale of Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-00000-462-39200	Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	332,256.00	380,927.21	380,927.21	-48,671.21	0.00	-48,671.21	0.00
	Dept 00000 Sub Totals:	-332,256.00	-380,927.21	-380,927.21	48,671.21	0.00		
Dept 290-46500	Economic Development							
E02	Supplies							
290-46500-462-42110	General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-42115	Meeting	250.00	0.00	0.00	250.00	0.00	250.00	100.00
290-46500-462-42420	Minor Computer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E02 Sub Totals:	250.00	0.00	0.00	250.00	0.00	250.00	100.00
E03	Other Services & Charges							
290-46500-462-43030	Engineering Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43040	Legal Fees - Civil Process	20,000.00	7,842.60	7,842.60	12,157.40	0.00	12,157.40	60.79
290-46500-462-43080	Indirect Cost Allocation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43090	Expert & Professional Services	75,000.00	10,950.50	10,950.50	64,049.50	0.00	64,049.50	85.40
290-46500-462-43095	Software Maintenance & Support	0.00	246.56	246.56	-246.56	0.00	-246.56	0.00
290-46500-462-43130	EDA Program Budget	650,000.00	56,252.00	56,252.00	593,748.00	0.00	593,748.00	91.35
290-46500-462-43140	Training & Education	3,500.00	0.00	0.00	3,500.00	0.00	3,500.00	100.00
290-46500-462-43220	Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43250	Other Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43310	Travel Expense	4,500.00	0.00	0.00	4,500.00	0.00	4,500.00	100.00
290-46500-462-43430	Advertising - Other	45,000.00	10,000.00	10,000.00	35,000.00	0.00	35,000.00	77.78
290-46500-462-43510	Legal Notices Publishing	500.00	124.20	124.20	375.80	0.00	375.80	75.16
290-46500-462-43520	Recording Fees	1,000.00	345.00	345.00	655.00	0.00	655.00	65.50
290-46500-462-43610	Insurance & Bonds	1,951.00	1,640.00	1,640.00	311.00	0.00	311.00	15.94
290-46500-462-43810	Electric Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-43860	Storm Water Utilities	40.00	0.00	0.00	40.00	0.00	40.00	100.00
290-46500-462-44330	Dues & Subscriptions	24,000.00	21,705.00	21,705.00	2,295.00	0.00	2,295.00	9.56
290-46500-462-44370	Miscellaneous Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-44390	Taxes & Licenses	50.00	0.00	0.00	50.00	0.00	50.00	100.00
290-46500-462-44600	Loans & Grants	345,000.00	12,300.00	12,300.00	332,700.00	0.00	332,700.00	96.43
	E03 Sub Totals:	1,170,541.00	121,405.86	121,405.86	1,049,135.14	0.00	1,049,135.14	89.63
E04	Capital Outlay							
290-46500-462-44160	Rents & Leases	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-46500-462-45100	Land	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E06 290-46500-462-47200	E04 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Other Uses							
	Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	1,170,791.00	121,405.86	121,405.86	1,049,385.14	0.00	1,049,385.14	89.63
	Dept 46500 Sub Totals:	1,170,791.00	121,405.86	121,405.86	1,049,385.14	0.00		
	Fund Revenue Sub Totals:	332,256.00	380,927.21	380,927.21	-48,671.21	0.00	-48,671.21	0.00
	Fund Expense Sub Totals:	1,170,791.00	121,405.86	121,405.86	1,049,385.14	0.00	1,049,385.14	89.63
	Fund 290 Sub Totals:	838,535.00	-259,521.35	-259,521.35	1,098,056.35	0.00		
	Revenue Totals:	332,256.00	380,927.21	380,927.21	-48,671.21	0.00	-48,671.21	0.00
	Expense Totals:	1,170,791.00	121,405.86	121,405.86	1,049,385.14	0.00	1,049,385.14	89.63
	Report Totals:	838,535.00	-259,521.35	-259,521.35	1,098,056.35	0.00		



Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Community and Economic Development Director
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Resolution 2024-01 Authorize City Staff to Closeout Phase 1 of Downtown Revitalization Program Funding for Faribo Downtown Central LLC

BACKGROUND:

On October 20, 2022, the EDA approved Resolution 2022-16, establishing the EDA's Downtown Revitalization Program Policy (the "Policy"). The Policy states that the EDA made available a forgivable loan of \$250,000 to be distributed in 2022 (Phase 1) and a forgivable loan of \$250,000 to be distributed in 2023 (Phase 2) to Faribo Downtown Central ("FDC") to support FDC's revitalization of specific buildings in downtown Faribault.

On December 27, 2022, the EDA approved releasing \$250,000 of EDA funds to FDC for the Phase 1 work, and the City issued the funds to FDC on December 28, 2022.

FDC's contractors completed Phase 1 work in 2023, and FDC provided City Staff with documents generally showing how FDC spent the EDA's Phase 1 funding. Staff is working with FDC to refine the closeout documents to ensure proper records. Nevertheless, FDC has submitted sufficient information to authorize Staff to work with FDC to provide the final Phase 1 closeout documents - this will allow the EDA to authorize the release of the Phase 2 EDA funds via a separate resolution.

REQUESTED ACTION:

Approve Resolution 2024-01

ATTACHMENTS:

1. Resolution 2024-01

ECONOMIC DEVELOPMENT AUTHORITY OF FARIBAULT, MINNESOTA

RESOLUTION #2024-01

**AUTHORIZE CITY STAFF TO
CLOSEOUT PHASE 1 OF DOWNTOWN REVITALIZATION PROGRAM FUNDING FOR
FARIBO DOWNTOWN CENTRAL LLC**

WHEREAS, the Economic Development Authority of Faribault, Minnesota (the “EDA”) approved Resolution 2022-16 on October 20, 2022, which established the EDA’s Downtown Revitalization Program Policy (the “Policy”); and

WHEREAS, the Policy states that the EDA made available a forgivable loan of \$250,000.00 to be distributed in 2022 (Phase 1) and a forgivable loan of \$250,000.00 to be distributed in 2023 (Phase 2) to Faribo Downtown Central LLC (“FDC”) to support FDC’s revitalization of specific buildings in Faribault; and

WHEREAS, the Housing and Redevelopment Authority of Faribault, Minnesota (the “HRA”) also approved a resolution that established the HRA’s Downtown Revitalization Program Policy and authorized forgivable loans similar to the EDA’s forgivable loans to support the FDC’s building revitalization efforts; and

WHEREAS, the EDA and HRA held a special joint meeting on December 27, 2022, to discuss revisions to the proposed Phase 1 work and the distribution of the funds; and

WHEREAS, at its December 27, 2022, meeting, the EDA approved the release of \$250,000.00 of EDA funds to FDC for the proposed Phase 1 work; and

WHEREAS, the City of Faribault issued FDC a check, dated December 28, 2022, check number 176512, for \$500,000.00 (\$250,000.00 from the EDA and \$250,000.00 from the HRA) for the proposed Phase 1 work; and

WHEREAS, FDC reported that it incurred \$711,864.00 in Phase 1 eligible expenses from the work that its contractors conducted in 2023; and

WHEREAS, FDC provided the EDA with lien waivers that acknowledge the receipt of FDC funds for the Phase 1 work; and

WHEREAS, FDC also provided the EDA with an affidavit from FDC’s contractor acknowledging that the contractor did not request nor receive all required building inspections for the work; however, the contractor’s affidavit states that all work was completed to the manufacturer’s specifications and building codes; and

WHEREAS, the contractor’s affidavit also states the contractor will cover the warranty repairs or replacements if the manufacturer will not cover the warranty; and

WHEREAS, City Staff reviewed FDC’s documents related to the completion of the Phase 1 work (see Exhibit A) and determined that the documents are adequate, with some minor revisions and additional documents from FDC, to closeout Phase 1 of the EDA’s funding; and

NOW, THEREFORE, BE IT RESOLVED, the Economic Development Authority of Faribault, Minnesota (the “EDA”) authorizes City Staff to work with FDC to refine and complete documentation to closeout the EDA’s Phase 1 funding to the FDC for the revitalization work associated with specific downtown buildings.

NOW, THEREFORE, BE IT FURTHER RESOLVED, City Staff will appropriately document the closeout of the EDA’s Phase 1 funding to the FDC for revitalization work on specific downtown buildings without the need for additional EDA approvals.

ADOPTED: January 18, 2024

Rod Gramse, President

ATTEST:

AJ Smith, Secretary/Treasurer

Faribo Downtown Central
EDA/HRA Forgivable Loans
Distribution I Allocations

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AFFIDAVIT
(Sworn Statement)

September 6, 2023

I, Tim Meisner am the owner of Meisner Roofing and Building Maintenance at 124 East Bay Drive in Madison Lake, Minnesota. I have completed replacements and repairs for Faribo Downtown Central in Faribault, Minnesota over the last 12 months on 329, 313, 311, 301, 229, 227, 225, 223 and 219 Central Avenue.

All work has been completed to manufacturing specifications and building code. I acknowledge that some of the interim inspections were not completed by staff error. I duly swear that all underlayment and structure was checked and replaced as needed per our practices, manufacturers specifications and code.

In the event there is a failure that the Manufacturer will not cover in the 15 year warranty period due to any substructure failure, Meisner Roofing will cover the warranty repairs or replacements.

Under penalty of perjury, I hereby declare and affirm that the above-mentioned statement is, to the best of my knowledge, true and correct.

Affiant's Signature: Tim Meisner Date: 9-8-23

NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

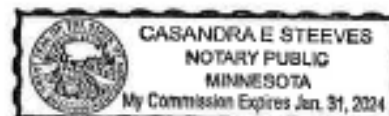
State of Minnesota
County of Rice

On September 6, 2023 before me, Cassandra Steeves, personally appeared Prote ID who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacity, and that by their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of Minnesota that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: Cassandra Steeves (Seal)



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 223 Central Ave Farbaht, MN located in the County of Rice in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 5,100 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Misack Roofing + Dry Mat (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act. Signed this 8th day of September, 2023

CONTRACTOR:

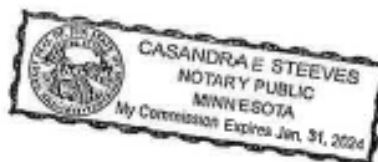
STATE OF MINNESOTA)
) ss:
COUNTY OF Rice)

The foregoing document was acknowledged before me this 6 day of September, 2023 by Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves
NOTARY PUBLIC

My commission expires 1/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 313 Central Ave, Faribault, MN located in the County of Rice in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 51,025 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Meisner Roofing & Bly Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act.

Signed this 8th day of September, 2023.

CONTRACTOR:

Jim Meisner

STATE OF MINNESOTA)

) SS:

COUNTY OF Rice)

The foregoing document was acknowledged before me this 6 day of September, 2023 by

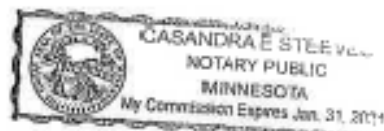
Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves

NOTARY PUBLIC

My commission expires 11/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 229 Central Avenue located in the County of RICE in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 63,650 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Meisner Roofing & Bldg Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act. Signed this 8th day of September, 2023

CONTRACTOR:

Jim Meisner

STATE OF MINNESOTA)

) ss:

COUNTY OF Rice)

The foregoing document was acknowledged before me this 8 day of September, 2023 by

Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves

NOTARY PUBLIC

My commission expires 1/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 329 Central Ave, Faribault, MN located in the County of RICE in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 46,150 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Meisner Roofing & Bldg Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act.

Signed this 8th day of September, 2023.

CONTRACTOR:

STATE OF MINNESOTA)
) ss:
COUNTY OF Rice)

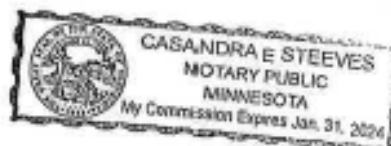
The foregoing document was acknowledged before me this 8 day of September, 2023 by

Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves
NOTARY PUBLIC

My commission expires 1/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 219 Central Avenue, Fairbault, MN located in the County of Rice in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 58,835 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Melner Roofing & Bldg Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act. Signed this 8th day of September, 2023.

CONTRACTOR:

Jim Melner

STATE OF MINNESOTA)
) ss:
COUNTY OF Rice)

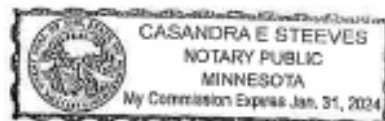
The foregoing document was acknowledged before me this 6 day of September, 2023 by Cassandra Steeves.

Witness my hand and official seal

Cassandra Steeves

NOTARY PUBLIC

My commission expires 1/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 225 Central Ave, Faribault, MN located in the County of RICE in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 50,677 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Mekner Roofing + Bldg Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act.
Signed this 8th day of September, 2023.

CONTRACTOR:

Jim Melander

STATE OF MINNESOTA)
) ss:
COUNTY OF Rice)

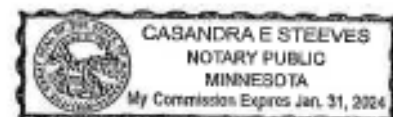
The foregoing document was acknowledged before me this 9 day of September, 2023 by Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves

NOTARY PUBLIC

My commission expires 1/31/2024 [NOTARY SEAL]



**Contractor Lien Waiver
Waiver and Release of Lien**

The undersigned contractor, mechanic and/or material supplier has been contracted to perform certain labor, services or to provide materials for improvements on the property known as: 227 Central Avenue, Faribault, MN located in the County of RICE in the State of Minnesota and more specifically described as:

The undersigned does, hereby, acknowledge the receipt of the sum of \$ 47,850 and hereby waives, relinquishes and releases forever, all rights to claim a lien against the described property which might accrue under the laws of the State of Minnesota for all work done or material furnished prior to the date hereof, and warrants that all laborers employed by the undersigned upon said property have been fully paid, and that no such laborer, supplier, or materialman has a demand, claim or lien against the property.

The benefits of this Lien Waiver shall accrue to Meisner Roofing & Eddy Maint (Owner of record), and any successors in interest. The undersigned recognizes and acknowledges that each such entity has provided a portion of the consideration for this Lien Waiver and hereby affirms that this instrument is signed under no constraint as a free and voluntary act. Signed this 8th day of September, 2023

CONTRACTOR:

Jim Meisner

STATE OF MINNESOTA)
) ss:
COUNTY OF Rice)

The foregoing document was acknowledged before me this 8 day of September, 2023 by Cassandra Steeves

Witness my hand and official seal

Cassandra Steeves

NOTARY PUBLIC

My commission expires 11/31/2024 [NOTARY SEAL]





Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Community and Economic Development Director
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Resolution 2024-02 Authorize the Release of Phase 2 Downtown Revitalization Program Funding for Faribo Downtown Central LLC

BACKGROUND:

Faribo Downtown Central ("FDC") completed its Phase 1 work related to its portfolio of downtown buildings. FDC now requests the EDA release Phase 2 funding (\$250,000) from the Downtown Revitalization Program. Phase 2 funding will focus on façade improvements and apartment renovations. However, the FDC would like the flexibility to use the funds for various qualified expenses that enhance the use of the buildings.

Staff and FDC must address several issues before the EDA/City releases the Phase 2 funding. For example, FDC sold the 225 Central property. So, we need a subordination agreement to allow Phase 2 funds to be transferred to the new owner for qualified expenses. We also must revise language in the Phase 1 and the forthcoming Phase 2 agreements to allow the FDC properties to receive additional City funding (the forthcoming \$500,000 City loan, which the EDA will serve as a pass-through for). Staff feels it can address the issues with the FDC and prepare the required Phase 2 agreements in the coming week or so. Consequently, Staff recommends that the EDA authorize Staff to address the remaining issues and distribute the Phase 2 funds (\$250,000) to FDC.

REQUESTED ACTION:

Approve Resolution 2024-02.

ATTACHMENTS:

1. Resolution 2024-02

ECONOMIC DEVELOPMENT AUTHORITY OF FARIBAULT, MINNESOTA

RESOLUTION #2024-02

**AUTHORIZE THE RELEASE OF PHASE 2 DOWNTOWN REVITALIZATION PROGRAM
FUNDING FOR FARIBO DOWNTOWN CENTRAL LLC**

WHEREAS, the Economic Development Authority of Faribault, Minnesota (the “EDA”) approved Resolution 2022-16 on October 20, 2022, which established the EDA’s Downtown Revitalization Program Policy (the “Policy”); and

WHEREAS, the Policy states that the EDA made available a forgivable loan of \$250,000.00 to be distributed in 2022 (Phase 1) and a forgivable loan of \$250,000.00 to be distributed in 2023 (Phase 2) to Faribo Downtown Central LLC (“FDC”) to support FDC’s revitalization of specific buildings in Faribault; and

WHEREAS, at its December 27, 2022, meeting, the EDA approved the release of \$250,000.00 of EDA funds to FDC for the proposed Phase 1 work; and

WHEREAS, the City of Faribault issued FDC a check, dated December 28, 2022, check number 176512, for the proposed Phase 1 work; and

WHEREAS, FDC completed its Phase 1 work in 2023 and has now requested that the EDA release the \$250,000.00 Phase 2 funding; and

WHEREAS, FDC proposes to allocate Phase 2 funding as outlined in Exhibit A of this Resolution; and

WHEREAS, Phase 2 agreements must be to the satisfaction of the City Attorney and FDC and EDA must sign the agreements before the release of the EDA’s Phase 2 funding.

NOW, THEREFORE, BE IT RESOLVED, the Economic Development Authority of Faribault, Minnesota (the “EDA”) authorizes the release of Phase 2 Downtown Revitalization Program funding to Faribo Downtown Central LLC, contingent on the preparation and execution of all required agreements to the satisfaction of the City Attorney.

ADOPTED: January 18, 2024

Rod Gramse, President

ATTEST:

AJ Smith, Secretary/Treasurer

Exhibit A: Faribo Downtown Central LLC Phase 2 Allocations

Faribo Downtown Central
EDA/HRA Forgivable Loan
Distribution II Allocations

Address	FDC 116 Sold 12/30/24	FDC 219 51,643	FDC 223 69,504	FDC 225 Sold 01/06/23 55,343	FDC 227 50,925	FDC 229 13,437	FDC 301 156,242	FDC 311 -296	FDC 313 53,202	FDC 329 50,000	Total 500,000
Distribution II Grant Allocation											
Balance of qualifying expenses		26,643	19,504	55,343	25,925	2,087	84,456	-5,296	3,202		211,864
HVAC	0										
Facades/Apartment buildout	0	25,000	50,000		25,000	11,350	71,490	5,296	50,000	50,000	288,136
Building Upgrades/Updates	0										
Appliances / Equipment	0										
Building Supplies	0										
Trash Removal	0										
Cap Expenses (Roofs only) DONE											
Support for Roofs											
Total Grant Eligible Expenses	0	51,643	69,504	55,343	50,925	13,437	155,946	0	53,202	50,000	500,000



Request for Action

TO: Faribault Economic Development Authority
FROM: David Wanberg, Community and Economic Development Director
THROUGH:
MEETING DATE: January 18, 2024
SUBJECT: Preliminary Discussion of the 2024/25 EDA Work Plan and Budget

BACKGROUND:

Over the next two to three months, we will deeply dive into the EDA's work plan and budget to guide the EDA in 2024 and provide the basis for the 2025 budget. We will start by taking a big-picture view of the EDA – where we are, where we want to be, and how we will get there. We have invited our financial advisor (Ehlers) and City Attorney (Kennedy & Graven) to participate in our discussions (although they may not participate in this first discussion). We will analyze what has worked well in the past (refer to the attached 2023 Work/Action Plan) and what we can do to strengthen the EDA's work moving forward. Although the EDA's Plan has remained relatively constant in recent years, the EDA has accomplished a lot and has the opportunity to build on its successes.

The CED Director and EDA members will share their take on the EDA's 2023 Work/Action Plan and how that informs the EDA's work moving forward. We will also review the work plans/strategic priorities of other government agencies, like DEED, to take advantage of additional funding and program opportunities. For example, many government agencies (and industries) focus on sustainability issues related to economic development. The EDA may want to prioritize sustainable economic development in the coming years.

REQUESTED ACTION:

Review the attached 2023 Work/Action Plan and be prepared to share your big-picture thoughts on how the EDA should move forward in 2024 and the coming years.

ATTACHMENTS:

1. 2023 Work/Action Plan

2023 EDA WORK / ACTION PLAN

AVAILABLE LAND	• Identify underutilized parcels throughout and adjacent to city limits – ◦ Work with GIS to build an interactive display for web that is intuitive and user-friendly • Identify infill development opportunities ◦ Be prepared to assemble and acquire land if/when appropriate • Proactively identify “highly-visible/catalyst” sites for development/redevelopment ◦ Continue the conversation to fund studies/projects that will help market catalyst sites • Start discussions with business owners about expansion/land needs ◦ Build an “inventory needs” assessment based on business input • Understand the opportunities that have the potential to be most successful now (ie – warehousing/data centers) and how that fits into the overall strategic plan (Vision 2040) for the City. • Identify developable land and owner willingness to sell • Support/encourage annexation • Position Faribault Municipal Airport to be an economic development engine ◦ Marketing – existing and future airport opportunities
GATEWAYS <i>(Formerly I-35 Transportation Corridor)</i>	• Identify (and map) opportunities and threats along major gateways (SWOT) • Encourage investment / redevelopment along major gateways ◦ Provide funding (loans/grants) to clear hurdles to kick-start investment ◦ Develop programs to infuse funds/leverage private resources ◦ Replicate success on north side of Faribault in other areas of the city – investment in infrastructure, etc. • Develop programs to encourage visual enhancements ◦ Develop programs that will make a visual impact on the community • Support/actively participate in I-35 interchange and frontage road initiatives • Develop initiatives to enhance Hwy 60 reconstruction project ◦ Develop infrastructure plan ◦ Develop master plan/concept plan/engineering plans to show the potential for development and to use to market the area ◦ Develop plan to understand the power capacity and needs of corridor areas with service providers (ie – Xcel/SWEC) • Continue investments into the downtown ◦ Map areas with highest traffic patterns (foot/bike/vehicle) – provide investments ◦ Focus on back sides of buildings, ROW, etc. ◦ Develop priority scoring and funding system to deploy funds to have biggest impact ◦ Partner with City/HRA/HPC/Others on downtown initiatives ◦ Partner with PCA on placemaking initiatives that bring people downtown
REGIONALISM	• Understand regional issues impacting economic development ◦ Continue to partner with Owatonna on regional marketing ◦ Work with employers to address workforce housing needs and initiatives ◦ Identify developers that are interested in projects in Faribault. Connect to local businesses as appropriate • Define, understand, and market Faribault’s place in the region ◦ I-35 Corridor / Corridors of Commerce ◦ Greater MSP ◦ SE MN ◦ Minnesota Marketing Partnership ◦ State of MN Trade Office / Foreign Direct Investment -

WORKFORCE & DATA ANALYSIS	• Continue to meet regularly with SCC to ensure that the City/EDA is aware of opportunities to partner with and promote programming the benefits business partners. • Participate in virtual and in person networking opportunities with outside agencies that provide information and creative solutions to the ongoing workforce issues. • Continue to work with housing developers and local businesses to find creative solutions to the workforce housing crisis. • Partner with the Faribault Area Chamber of Commerce and other partners on their “Career and Workforce Development” initiative • Work with employers to understand workforce needs ○ Develop specific workforce strategies for local employers ○ Develop “creative” talent attraction initiatives • Participate with DEED on talent-attraction efforts/events/initiatives • Tell Faribault’s story ○ Growing workforce population ○ Positive impact of proximity to south metro ○ Training opportunities
SMALL BUSINESS ASSISTANCE	• Identify ways to attract more small businesses • Assess current programs and determine the feasibility of reworking to include small business assistance program that is inclusive of businesses outside of the downtown. • Create synergy in the downtown • Provide programs to encourage investments in small business • Understand how the EDA can further assist in the infill opportunity that exists in the next few years that is available in the downtown, providing information to potential businesses and connecting them with available programs and buildings. • Utilize resources to understand what programs exist and work in other similar sized communities
ONGOING OPERATIONS	• Review support to other organizations and ensure that the funding is focused on those that align with the EDA’s core economic development focus and mission. Reallocate as appropriate. • Continue to tell the Faribault story through various media including LinkedIn and through the City Communication team as appropriate • Understand and utilize economic development tools that are available to us to include TIF, MIF, Tax Abatement, and Job Creation Programs. • Continue enhanced marketing and networking initiatives ○ Leverage marketing funds by pursuing joint marketing efforts ○ Assess and pursue targeted marketing campaigns that include site selection partnership/consultant services ○ Actively participate in MMP, targeted industry visits, FAM Tour, FDI opportunities, talent attraction events ○ Participate in MREJ and EDAM events as appropriate ○ Utilize the assets of the City as marketing tools (ie – new water tower) • Work between departments to ensure continuity in conversations to best utilize resources available and serve current and potential businesses • Develop a robust BRE program that will further assist in understanding the needs of all local businesses.