



Faribault Economic Development Authority
MEETING MINUTES

Thursday | February 17, 2022

1. Call to Order / Roll Call / Agenda Approval

Action: Chair Gramse called the meeting to order at 7:03 a.m.

Present: Drevlow, Fort, Viscomi, Voracek, and Chair Gramse.

Absent: Forsythe and Campbell.

Staff Present: Community & Economic Development Director Deanna Kuennen, Community Development Coordinator, Stephanie Aman and Recording Secretary, Kari Casper.

2. Approval Minutes

Action: Motion was made by Viscomi and seconded by Voracek to approve the Minutes of January 20, 2022 presented. Motion carried on a 4/0 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

Kuennen gave an overview of the reports.

Drevlow arrived at 7:05 a.m.

Motion was made by Viscomi and seconded by Drevlow 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. Election of Officers

Kuennen reviewed the EDA composition, terms, and offices. The EDA is a seven (7) member board originally established in May 1986 pursuant to Minnesota Statutes. Per the enabling resolution, EDA members may serve a maximum of two (2) consecutive terms (full or partial) and all terms shall expire at the first City Council meeting of January. Commissioners may re-apply for additional terms after a one (1) year absence from the EDA.

The EDA officer positions include President, Vice President, Secretary, Treasurer, and Assistant Treasurer. Annually, the EDA must elect officers for the positions of President and Treasurer/Secretary – and traditionally the EDA has also elected Vice President on an annual basis.

2021 EDA Officers:

President - Rod Gramse

Kevin Voracek - Vice President

Dave Albers - Secretary/Treasurer

A motion was made by Viscomi and seconded by Drevlow to appoint Rod Gramse as Chair, Kevin Voracek as Vice Chair and Grant Forsythe as Secretary. Motion carried unanimously.

B. Annual Review of Enabling Resolution

Kuennen provided a brief overview of the Minnesota Statutes that govern the EDA. Annually the EDA must submit to the City Council a report each year stating whether the enabling resolution needs to be modified or updated. After conferring with the attorneys, no issues or concerns have been identified in the current resolution and no changes or modifications are recommended at this time.

A motion was made by Voracek and seconded by Viscomi to approve accept the Enabling Resolution in its current form, and make no recommendations for modifications. Motion carried unanimously.

C. Review & Discussion - Downtown Commercial Rehabilitation and Exterior Improvement Program

Staff provided an overview of the existing Downtown Commercial Rehabilitation and Exterior Improvement Program application and guidelines. The purpose of the discussion was to determine if the EDA wanted to continue the program or make any changes.

Discussion followed regarding whether the term of the loans (holding the building for five (5) years before forgiveness) may be excessive, whether tenants could be applicants, and adding disclosures about pending litigation. It was concluded that the EDA wants to continue with the program with some potential modifications. In the future an analysis of other programs in other communities will be provided to the EDA, but for now the

program will continue with the addition of disclosure language and reducing the term before the loans are forgiven.

D. Notification of SMIF Loan to Cry Baby Craig's, LLC

Staff reported that Southern Minnesota Initiative Foundation (SMIF) and the Economic Development Authority (EDA) of the City of Faribault entered into a Shared Collateral Agreement in October of 2019 for Cry Baby Craig's. Both entities have co-equal shares in the collateral that was available at that time to secure loans that were provided by each entity. SMIF notified the EDA that they approved a loan for additional dollars to Cry Baby Craig's in the amount of \$60,000. The notification provided to the EDA is a requirement of the loan agreement. Staff noted that as indicated by SMIF, the new loan is secured with separate collateral.

No action taken or required.

E. MREJ Faribault MicroSummit 2022

Staff reported that they met with the MREJ Team to review program ideas, develop a proposed agenda, and work through the requirements of the event to ensure that the content qualifies for continuing educational credits in order to boost attendance. Based on that discussion, Staff presented a proposed agenda. Upon acceptance by the EDA, MREJ will begin a marketing blitz for the event and Staff will share with our own network of brokers.

The board reviewed the proposed agenda. It was suggested to incorporate what the high school is doing as a career bridge. The board like that agenda and staff will move forward with the proposed date.

6. Updates/Project Reports

Kuennen started off by stating that there is a developer that went before City Council on a housing project for 200 to 250 units on the south side of town at the corners of Willow and 17th Street. She is very hopeful this will go forward.

Kuennen also mentioned that Mr. Fort will end his term on the board in April as he is retiring from Daikin. Staff and the EDA are asked to recruit additional EDA candidates.

7. Adjourn

Action: Motion was made by Viscomi and seconded by Fort to adjourn at 8:00 a.m.

Motion carried on a 5/0 vote.

Respectfully Submitted,

By: 
Kari Casper, Recording Secretary