

Economic Development Authority

Regular Meeting

Wednesday, May 20, 2020

4:00 PM

Microsoft Teams Meeting

Dial In Number: 507-242-3225

Conference ID: 883 713 785#

1. Agenda

Documents:

[2020-05-20 EDA AGENDA.PDF](#)

2. Roll Call

3. Approval Of Minutes: April 15, 2020

Documents:

[2. EDA MINUTES 04-15-2020.PDF](#)

4. Treasurers's Report

Documents:

[3. TREASURERS REPORT.PDF](#)

5. Loan Report

Documents:

[4. LOAN REPORT APRIL.PDF](#)

6. Reports

6.I. OACCT

Documents:

[5. A. OACCT REPORT.PDF](#)

6.I.i. OABDC

Documents:

[5. B. OABDC REPORT.PDF](#)

6.I.ii. EDA Projects

Documents:

[5. C. EDA PROJECTS.PDF](#)

7. Old Business

8. New Business
9. Other Business
10. Schedule Next Meeting – June 17, 2020
11. Adjournment

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Agenda

1. Roll Call
2. Approval of Minutes: April 15, 2020
3. Treasurer's Report
4. Loan Report
5. Reports
 - a. OACCT
 - b. OABDC
 - c. EDA Projects
6. Old Business
7. New Business
8. Other Business
9. Schedule Next Meeting – June 17, 2020
10. Adjournment

EDA
Minutes
April 15, 2020

The Owatonna Economic Development Authority met in regular session at 4:00 PM via Microsoft TEAMS with President Raney presiding. Commissioners Present: Brenda DeVinny, Corey Mensink, Tom Peterson, Kevin Raney, Doug Voss, Jeff Okerberg, and Andrew Cowell. Also present were Troy Klecker, Greg Kruschke, Bill Owens, Brad Meier, Karen Pehrson, Shirley Schultz, Dave Beaver, and Kristen Kopp.

Troy Klecker read a statement to allow for the meeting to be conducted by telephonic or electronic means and all votes will be roll call votes.

Approval of Minutes. Commissioner DeVinny moved approval of the minutes of the February 19, 2020 meeting with second by Commissioner Mensink. Commissioners voting Aye: DeVinny, Mensink, Peterson, Raney, Voss, Okerberg, and Cowell. 7-0, motion carried.

Treasurer's Report. Troy Klecker presented the revenue and expense reports for March. He said that first half payments were made to the Chamber and OABDC and the first TIF consulting invoice has been paid. Klecker said that, given Coronavirus, lodging tax numbers will be significantly less. Meier is handling this from the Chamber side. It won't have much impact on the EDA budget. They will probably continue to see the effects for the next few months.

Loan Report. Bill Owens presented the Loan Report for February and March. He said that none of the loans are past due. He has two applicants that are nearly complete for the 2020 Forgivable Loan Program. He asked who he should contact when they're completed. Klecker said that it is typically reviewed by a committee consisting of an EDA member, City Attorney Mark Walbran, and himself. He asked the Commissioners if any of them were willing. Commissioner Voss said that he'd be happy to be a part of it.

OACCT Report. Chamber Director Brad Meier presented the OACCT Report for March. Workforce efforts continue. Anisha is doing more career counseling now. OPED is focusing on current issues at hand, which is also the sole focus of the Chamber right now. Meier, Klecker, Owens, and Mayor Kuntz met with Jostens' new president. He seemed to well in tune with the importance of Owatonna. They are moving into a digital age with new products such as photography. 100% of the Chamber efforts are sharing information concerning the coronavirus issue, such as the essential business list, federal funds available, and what people can and can't do. They are having conversations with the County about property taxes. There is a lengthy resource page for businesses that are struggling. The Stronger Together Facebook page highlights good things going on in the community. Because of the projected declining revenue for Tourism, they have made some adjustments to personnel. Voss asked about concerns regarding hospitals. Meier said that they are taking a huge hit as they've cleared decks to be ready for COVID-19 patients and have been spending money to prepare. This will be long term.

MainStreet Report. MainStreet Director Shirley Schultz presented the quarterly MainStreet Report. She said that six new businesses opened their doors in the first quarter. Currently 69 businesses are open with regular hours downtown. 35 have modified their hours or are handing customers by appointment, curbside, or offering delivery. 34, including hair salons, bars, fitness,

retail, tattoo, dog grooming, and one restaurant are temporarily closed. She said that the SHIP grant for wayfinding from last fall will be refunded because they were unable to complete the project. They have a \$4,000 grant from MN Main Street for micro funds for MainStreet businesses instead of installing alley lighting. The deadline was noon today, April 15th. Eight businesses have applied for grants ranging from \$500 to \$1,000. A group will look at the applications. They have not yet cancelled June's Downtown Thursday, though it is likely. Farmer's Market will be postponed until June 6th due to staffing limits to meet COVID space and safety requirements. Farmer's Markets are deemed an essential business. ALC Downtown Clean-Up is cancelled. Commissioner Raney asked if the businesses applying for the micro grants exceeds \$4,000. Schultz said that it does as a few are asking for \$1,000. She got the applications right before this meeting. She said that they did have criteria they had to meet. They could not use the money for rent or mortgage, utilities, stock, or personnel and they had to be a brick and mortar business. Commissioner Okerberg asked if they could match that \$4,000 as the EDA. Commissioner Raney said that he agreed—most sounded like a good cause. He asked if they had some discretionary money to use. Klecker said that they certainly have EDA funds—that is how they do the Forgivable Loan Program. If the EDA wants to direct funds this way, it is a possibility. Commissioner Raney asked the board for their thoughts. Commissioner Okerberg said he thought they should do it. Commissioner Voss that they'd have to let Schultz have some control—it has to be for a valid stay-in-business thing. Klecker said his only caution is that over the next couple months there will be many ways in which businesses need assistance. They will be able to take a comprehensive look or fill in gaps as this goes on. Other needs will pop up. Federal and State might fill in a lot and the EDA could fill in where there are gaps. Commissioner Raney asked if Schultz would send them the list she mentioned. Schultz said that she can do that. There are three people in the advisory group to look over and comment. Commissioner Raney asked the Board if they were comfortable matching up to \$4,000. Commissioner Peterson said that he thought it was a wonderful idea. He said that this reminds him of 9/11 in that a lot of things that we've known will change and we don't even know when things will begin to open up again. He said he's all for getting businesses opened up. He said he'd like to see someone lead the effort and that they could come up with something really creative. Commissioner Mensink said he would echo that—he's also all for doing what they can for the small business community. He said it's a coordinated effort with the State and Federal CARES Act. He said that we're Minnesotans—if there is a tornado, you will hear chainsaws before the wind dies down. Commissioner Raney asked if they would still be able to get the grant for the alley lighting. Schultz said that they can reapply to be ready for next year or do a Go Fund Me kind of thing. She said she doesn't think now is the time to go ahead with it as it seems frivolous to businesses that are struggling. This micro grant program is a better route to go. A motion was made by Commissioner Okerberg and seconded by Commissioner Cowell to authorize up to \$4,000 in matching EDA funds for the MainStreet micro grant program. Commissioner Voss said that he personally thinks it's too early in the process as he assumes everyone has also applied for federal dollars. Schultz said that the point of this is for us to fund the businesses right away during the closure. She said that they won't spend all of the EDA's matching funds if they don't need to. Commissioner Voss said that sounds reasonable. Commissioners voting Aye: DeVinny, Mensink, Peterson, Raney, Voss, Okerberg, and Cowell. 7-0, motion carried.

Tourism Report. Tourism Director Karen Pehrson presented the quarterly Tourism Report. She said they've been working very hard at the Chamber during this time. They postponed the marketing campaign. Emily, who was part time, took a position with a different company, so

she's no longer with the Chamber, which frees up some money. The plan is not to fill the position until they know more. They're reaching out to partners with dates to reschedule. Corky's Early Bird Tournament will now be in September, and there has been a good response with the sign-up. She said she's reaching out to lodging properties and wants to be there for them if and when they need help. Utility workers, truck drivers, and hospital workers who don't want to expose their families have still been staying in hotels. She said she's getting resources and advocating. It's been a hard month. Commissioner Raney said that he appreciates what she's doing. Pehrson said that they want to stay safe, but hospitality and tourism is really hurting. She is hopeful that they can come back even stronger.

OABDC Report. OABDC Director Bill Owens presented the OABDC Report for March. He gave an update on contacts and inquiries and said that occupancy is good, although it's going to change. He said Minnesota is highly ranked regarding utilization of the SBA Program.

Airport Report. Airport Manager Dave Beaver presented the quarterly Airport Report. He said the airport is open and business is as usual. There has been less business traffic, but an uptick in personal flying. There is a presence at the airport seven days a week. The CARES Act will have an impact as up to \$30,000 will be available for the airport. Accelerated Aviation Instruction, a new business at the airport, is up and running as of February 1st. People have come in from all over the country for this 14-day course and have been staying in local hotels. Daedalus Flight Training School works with local pilot and includes a "Rusty Pilot" training. Commissioner Okerberg asked if the airport would need to expand office space. Beaver said that the space is adequate right now. Commissioner Raney said that Beaver gave him a tour at the end of February and he said it was impressive. He asked about the plans for the private jet. Beaver said there is some opportunity, though businesses are cautious right now. Klecker said that businesses don't want to travel much now, but when things settle down, they may look at air travel differently. It may mean more are interested in chartered flights to protect and control time and exposure for employees. Right now, no one is interested.

EDA Projects. Community Development Director Troy Klecker presented the EDA Projects for March. He said that, while some projects have lost momentum with the pandemic, we were positioned well going into it. He gave an updated on the current projects. The closing for the Cemstone land swap is scheduled for May 8th. Cemstone will be providing cement for the Costco project. The downtown hotel project is still moving forward, as well as Hampton Inn on Allan Avenue. Daikin is moving along. Minimizer was on hold over the winter, but anticipates resuming soon. Foremost Brew Pub will begin remodeling in the coming weeks. The 117 West Bridge Street property still needs a new roof and bids are being sought. City Council approved TIF for Bosch to construct at 266,000 square foot warehouse facility in the industrial park. This is stalled due to the coronavirus. Klecker said that the City is still in a good position.

New Business. The Commissioners discussed EDA Loans. Klecker said that there has been some discussion on the loan program as typically it's small businesses that have EDA loans. They discussed what the EDA can do to help and Klecker suggested deferring payments for three months. A number of those businesses are closed during this time and not bringing in income. He said it would be a good idea to defer the loans and then tack on to the end of the term. They're either seven or three year loans. Commissioner Raney said that he agreed. Commissioner Cowell asked about documentation. Klecker said that they will provide documentation with a new payment schedule. Commissioner Cowell said that sounded wonderful. Commissioner Mensink

said he thought it was a good idea and consistent with what banks are doing. He said he was actually going to bring it up. Commissioner Voss asked if this would include the MIF flood grants. Klecker said that he would have to check on this as those grants are State dollars. Commissioner Voss said it applies to eight loans and seems reasonable. A motion was made by Commissioner Mensink and seconded by Commissioner DeVinny to defer loan payments three months. Commissioners voting Aye: DeVinny, Mensink, Peterson, Raney, Voss, Okerberg, and Cowell. 7-0, motion carried.

Klecker said that the City recently purchased the house at 215 N. Elm Avenue with the intent to eventually tear it down for a parking lot. The EDA kicked in one-third of the purchase price and it is currently rented out to Transitional Housing and managed by HRA. The City now owns three of four properties on that corner and the fourth property owner at 221 N. Elm Avenue is interested in selling to the City. They will sell it for \$142,000. The assessed value is \$149,000 and they showed a real estate appraisal for \$142,000, so he said this is a fair price. This would be the same sort of deal as the last purchase, with the EDA, HRA, and City each contributing one-third of the purchase price. Commissioner Mensink asked if there was any major deferred maintenance. Klecker said that he would typically walk through the house, but he is not able to during this time. He looked at the assessed value, also the realtor took a lot of pictures. He said that he feels pretty good about it—that they won't have to stick a lot of money into it, and it can be rented out right away. Commissioner Raney said that the house is in great shape—one of the best the City's purchased—and he wondered if it could be moved. Klecker said that they can see what options are available. A motion was made by Commissioner Cowell and seconded by Commissioner Okerberg to contribute one-third of the purchase price of the home at 221 N. Elm Avenue. Commissioners voting Aye: DeVinny, Mensink, Peterson, Raney, Voss, Okerberg, and Cowell. 7-0, motion carried.

Schedule Next Meeting. The next EDA meeting is scheduled for **May 20, 2020** at 4:00 PM at the City Council Chambers.

Adjournment. There being no further business, a motion was made by Commissioner DeVinny and seconded by Commissioner Mensink to adjourn the meeting. Commissioners voting Aye: DeVinny, Mensink, Peterson, Raney, Voss, Okerberg, and Cowell. 7-0, motion carried. Meeting adjourned at 5:19 pm.

City of Owatonna
Income Statement by Fund
For the Period Ending April 30, 2020

FUND 290: EDA ADMINISTRATION

Account Name	Original Budget	YTD Actual	Difference
<u>REVENUES</u>			
PROPERTY TAXES	\$ 185,000.00	\$ 61,680.00	\$ 123,320.00
LODGING TAX - 3%	250,000.00	54,512.50	195,487.50
TIF ADMINISTRATIVE FEE	35,969.00	0	35,969.00
INTEREST INCOME	1,000.00	127.05	872.95
LEASES & RENTS	1,666.00	0	1,666.00
Total Revenues	<u>\$ 473,635.00</u>	<u>\$ 116,319.55</u>	<u>\$ 357,315.45</u>
<u>EXPENDITURES</u>			
PERSONNEL COSTS	\$ 84,398.00	\$ 25,885.97	\$ 58,512.03
OFFICE SUPPLIES	400	35	365
MINOR EQUIPMENT	400	0	400
CONSULTING SERVICES	30,000.00	8,500.00	21,500.00
TELEPHONE	200	0	200
POSTAGE	300	32.4	267.6
VEHICLE ALLOWANCE	500	154	346
TRAVEL & CONFERENCES	500	0	500
O B D - MARKET SERVICES(OACCT)	50,000.00	25,000.00	25,000.00
O B D - LOAN SERVICES (OBI)	20,000.00	20,000.00	0
DOWNTOWN ENHANCEMENTS	15,000.00	6,087.50	8,912.50
OBD-SMALL BUSINESS DEV CENTER	4,000.00	9,087.50	-5,087.50
PARTNERS FOR PROGRESS	10,000.00	0	10,000.00
ADVERTISING	1,000.00	247.5	752.5
MEMBERSHIPS & SUBSCRIPTIONS	200	0	200
REPAIR SERVICE - OFFICE EQUIP	200	0	200
MAIN STREET-PARKING LOT RENTAL	4,500.00	0	4,500.00
TOURIST DEVELOPMENT	237,500.00	39,470.29	198,029.71
SOUTHERN MN INITIATIVE FOUNDAT	1,667.00	0	1,667.00
TRANSFER TO OTHER FUNDS	12,000.00	4,000.00	8,000.00
Total Expenditures	<u>\$ 472,765.00</u>	<u>\$ 138,500.16</u>	<u>\$ 334,264.84</u>
Expenditures	<u>\$ 870</u>	<u>\$ -22,180.61</u>	<u>\$ 23,050.61</u>

FUND 292: EDA LOANS

Account Name	Original Budget	YTD Actual	Differenct
<u>REVENUES</u>			
INTEREST INCOME	\$ 15,000.00	\$ 3,102.82	\$ 11,897.18
OTHER REVENUE	0	25	-25
INTEREST - COMMERCIAL LOANS	450	146.34	303.66

INTEREST - LOW DOC TIER II	1,400.00		344.93		1,055.07
Total Revenues	\$ 16,850.00	\$	3,619.09	\$	13,230.91
<u>EXPENDITURES</u>					
LOAN PROGRAM REIMBURSEMENT	0		3,455.56		-3,455.56
Total Expenditures	\$ 0	\$	3,455.56	\$	-3,455.56
Expenditures	\$ 16,850.00	\$	163.53	\$	16,686.47

FUND 294: EDA LAND
DEPT 690: EDA

Account Name	Original Budget		YTD Actual		Difference
<u>REVENUES</u>					
REFUNDS & REIMBURSEMENTS	22,287.00		0		22,287.00
TIF ADMINISTRATIVE FEES	1,172.00		0		1,172.00
INTEREST INCOME	7,500.00		2,778.62		4,721.38
LEASES & RENTS	35,000.00		0		35,000.00
Total Revenues	\$ 65,959.00	\$	2,778.62	\$	63,180.38
<u>EXPENDITURES</u>					
CONSULTING SERVICES	17,000.00		6,377.75		10,622.25
ADVERTISING	0		82.88		-82.88
INSURANCE	500		250		250
REAL ESTATE TAXES	21,000.00		0		21,000.00
LAND PURCHASES	0		68,054.66		-68,054.66
Total Expenditures	\$ 38,500.00	\$	74,765.29	\$	-36,265.29
Expenditures	\$ 27,459.00	\$	-71,986.67	\$	99,445.67

City of Owatonna
Balance Statement by Fund
30-Apr-20

FUND 292: EDA LOANS

Account Number	Account Name	Ending Balance
ASSETS		
292-000-000-10100	BANK ACCOUNTS	\$ 81,537.48
292-000-000-10900	INVESTMENTS	900,000.00

FUND 294: EDA LAND

Account Number	Account Name	Ending Balance
ASSETS		
294-000-000-10100	BANK ACCOUNTS	\$ 70,659.97
294-000-000-10900	INVESTMENTS	800,000.00

CITY OF OWATONNA
EDA - LOAN PROFILE
As of : April 30, 2020
 prepared 5/11/2020

EDA - Improvement Notes

<u>Borrower</u>	<u>Loan Date</u>	<u>Int Rate</u>	<u>Years</u>	<u>Original Balance</u>	<u>Current Balance</u>	<u>Monthly Payment</u>	<u>Status</u>	<u>Type</u>	<u>Notes</u>
Williams	9/1/2016	5.250	7	20,000.00	10,677.08	285.03	Current	Retail	
Wagner's	10/1/2018	2.500	7	43,480.63	36,230.32	564.78	Current	Retail	
Total				<u>63,480.63</u>	<u>46,907.40</u>	<u>849.81</u>			

Profile by Loan Performance	<u>Status</u>	<u>Number of Loans</u>	<u>Original Balance</u>	<u>Current Balance</u>	<u>% of Current Balance</u>
	Current	2	63,480.63	46,907.40	100.00%
	Non-current	0	-	-	0.00%
		<u>2</u>	<u>63,480.63</u>	<u>46,907.40</u>	<u>100.00%</u>

EDA - Low Doc Notes

Borrower	Loan Date	Int Rate	Years	Original Balance	Current Balance	Monthly Payment	Status	Type	Notes
American Legion Post 77	10/6/2014	1.625	7	20,000.00	4,479.16	252.05	Current		
Completely Kids	9/1/2016	1.625	7	20,000.00	10,046.19	252.05	Current		
Family 1st Insurance	4/1/2017	-	3	5,000.00	0.00	138.89	Current		Paid in Full March 2020
Family 1st Insurance	4/1/2017	1.625	7	19,609.00	11,477.30	247.13	Current		
Paula Trenda	4/6/2018	-	3	5,000.00	1,666.64	138.89	Current		
The Kitchen	10/1/2017	-	3	5,000.00	972.19	138.89	Current		
				<u>74,609.00</u>	<u>28,641.48</u>	<u>1,167.90</u>			

Profile by Loan Performance	Status	Number of Loans	Original Balance	Current Balance	% of Current Balance
	Current	7	79,609.00	28,641.48	100.00%
Non-current	0	-	-	0.00%	
		<u>7</u>	<u>79,609.00</u>	<u>28,641.48</u>	<u>100.00%</u>

EDA - MIF Flood Recovery

Borrower	Loan Date	Int Rate	Years	Original Balance	Current Balance	Monthly Payment	Status	Type	Notes
Plemel (direct loan)	6/22/11	-	10	27,378.50	3,422.75	228.15	Current		
Marks Repair (direct loan)	4/5/12	-	10	39,327.50	9,428.45	254.85	Current		Business was sold
Owatona Country Club (direct)	5/7/12	-	10	82,363.50	17,845.66	686.36	Current		
Cars-N-Credit (direct loan)	4/30/13	-	10	71,657.00	23,288.66	597.14	Current		
Plemel (deferred loan)	6/22/11	-	10	27,378.50	27,378.50	-			Forgiven after 6/22/21
Marks Repair (deferred loan)	4/5/12	-	10	39,327.50	30,581.00	-			Forgiven after 4/1/22
Owatonna Country Club (deferred)	5/7/12	-	10	82,363.50	82,363.50	-			Forgiven after 5/1/22
Cars-N-Credit (deferred loan)	4/30/13	-	10	71,657.00	71,657.00	-			Forgiven after 4/30/23
Total				441,453.00	265,965.52	1,766.50			

Profile by Loan Performance	Status	Number of Loans	Original Balance	Current Balance	% of Current Balance
	Current	8	441,453.00	265,965.52	100.00%
	Non-current	0	-	-	0.00%
		8	441,453.00	265,965.52	100.00%

EDA Land Fund

Borrower	Loan Date	Int Rate	Years	Original Balance	Current Balance	Annual Payment	Status	Type	Notes
Gateway #2 TIF note	12/31/16	3.000	25	472,889.00	468,128.63		Current		TIF Guarantee
Arrow Ace TIF note	12/1/17	3.000	25	350,000.00	350,000.00		Current		TIF Guarantee
Nicolai TIF note	12/31/17	3.000	25	524,845.17	524,845.17		Current		TIF Guarantee
Total				1,347,734.17	1,342,973.80	-			

Profile by Loan Performance	Status	Number of Loans	Original Balance	Current Balance	% of Current Balance
	Current	5	1,347,734.17	1,342,973.80	100.00%
	Non-current	0	-	-	0.00%
		5	1,347,734.17	1,342,973.80	100.00%

Memo

To: Economic Development Authority
From: Brad Meier, President/CEO
Date: 05/20/2020
Re: OACCT Economic Development Update

Economic Development

- **See attached report for leads and 'in progress' reports.**

Workforce

- Hosted 5 live zoom calls with different Ag & Natural Resource sectors. 15-20 students on each call.
- Anisha is working with 65 students currently.

OPED

- Continues to meet weekly and has shifted into Covid-19 mode for the time being. Retaining business is good economic development.
- OPED first contributor to the JumpStart Owatonna Initiative (I'll provide more details in the meeting)

Retention/Expansion

- Hosted industry sector zoom calls with mid size industries, large employers, salons/hair/cosmotology/health and wellness, and small retail.

Covid 19/Coronavirus

- Safe Shop Zone Initiative
- Written plan template for business
- JumpStart Owatonna
- Hospitality Video
- MainStreet Grants for downtown businesses (6)
- Resource page at www.owatonna.org/covid-19-resources
- StrongerTogether FB Page

Company	Date of Inquiry	Service Provided	Follow ups	Conclusion	Project Outcome: Green (progressing), yellow (probable); red (not moving)
Daycare Center	1/2/2020	Looking for a location to start a daycare center in Owatonna.	Provided several options in the 1,000 sq ft size.		Yellow
Women's Boutique	12/9/2019	Individual moving to town with her spouse who is working at Rise Modular and wants to move Boutique to Owatonna downtown.	Provided some contacts for possible 1,500 sq ft of space for her business and answered some permitting questions. 01/02/2020 talked about location options- she is going into the army/navy location on Oak.		Green
Downtown Hotel		Continued conversations around a project on the 200 block of N Cedar			Yellow
Axe Throwing Business	2/5/2020	Met with new owner about his desire to open a business next to MSB along the river.	Connecting him with MSB owners and checking with city on the carry in liquor law.		Green
Therapist Group	2/14/2020	connection that a group was looking at the former Caterpillar building.	outreach to building owner. Building sold.		Yellow
Pop Up Men's Clothing	4/10/2020	Want to open a pop up business in downtown Sept-Dec to test the market	Provided property options and contacts.		Green
Asphalt Plan	3/30/2020	Working with local business to help in conversations with city team to identify a proper location at the appropriate price.	Troy/Greg have tentative agreement.		Green
Concrete Plant	4/2/2020	Took a call from a business that is interested in providing concrete competition in Owatonna and looking for land in the industrial park.	Directed him to Greg/Troy at city for appropriate location.		Yellow
Local Existing Hotel	Continuous	On going conversations with the owner of the hotel and a local businessman who might have interest in purchasing.	Providing on-going updates around hotel situation in the community and possible next steps.		Yellow
Locate a construction/sales office					Green
Home health business looking to expand from Mankato into Owatonna area		Looking for 600 sq ft office plus shared services of reception and board room.	Discussed Development Center and also shared few other spots that have this as an option.	She is coming to Owatonna next week to look at space	Green

April-20

Consulting for February & March									Inquiries	Inquiry Hours
Clients	Sessions	Hours	New	Operating	Hours					
					2020 YTD	2019 YTD				
1	1	1.00	0	0	30.05	41.75		21	13.75	

Occupancy for April					
Manufacturing			Offices		
Total Leasable Space		25,200	Total Leasable Offices		11
Total Leased Space		21,830	Total Number of Leased Offices		8
Present Occupancy %		87%	Present Occupancy %		73%
Budget Occupancy %		61%	Budget Occupancy %		63%
YTD Performance to Budget \$	\$	3,992	YTD Performance to Budget \$	\$	(925)
YTD Performance to Budget %		114%	YTD Performance to Budget %		88%
Number of Tenants		8	Number of Tenants		6

EDA Loan Programs						
Standard Programs	Number of Loans	Original Balance / Committed	Current Balance / Advanced	Amount Past Due	Available to Advance	
Low Doc Notes (Tier I and II)	6	\$ 74,609	\$ 29,026	\$ -		
Improvement Notes	2	63,481	46,907	-		
MIF Flood Recovery	8	441,453	265,966	-		
Land Fund	3	1,347,734	1,342,974	-		
		\$ 1,927,277	\$ 1,684,873	\$ -		
Special Programs						
2019 Forgivable Loans - Exterior	9	\$ 90,000	\$ 14,506		\$ 75,494	
2019 Forgivable Loans - Interior	9	88,950	20,000		68,950	
		\$ 178,950	\$ 34,506		\$ 144,444	

May 20, 2020 EDA Meeting

EDA Projects Report

- The first building is full of tenants. The developer is looking to sell the site for the second building on the old Hardees/Budget Mart site. The EDA paid for the consulting costs to complete the TIF requirements for the project and will be paid back over the life of the district which would be up to 25 years.
- The City has conveyed the 5 properties along East Pearl Street to Steve Nicolai for an apartment building. All the structures have been demolished on the site. Tax Increment Financing has been approved to reimburse the EDA the expenses to acquire and clear the properties over a 25 year period. The developer has sold the property to another developer. The City Council approved transferring the development agreement to the new developer. An expanded apartment building would require changes to the development agreement and to the TIF Plan.
- The land swap between the City and Cemstone is completed. The City now owns the current Cemstone site and Cemstone owns 14 acres of vacant land in the industrial park. Cemstone will have 5 years to build a new facility on the new site. The City will then redevelop the current site once Cemstone moves out. Tax Increment Financing is being used to assist with the project.
- The City has purchased the property at 147 West Pearl Street for redevelopment. Demolition of the 4-plex is completed. The City has an agreement with the owners of Family Video to market the property for redevelopment.
- There is a letter of intent for the former Bubba's building. Staff will continue to work with this group on a potential project.
- A new development group is working on a possible hotel and event space on the 200 block of North Cedar Avenue. Staff will continue to work with the developer for a possible project.
- Work continues on a new 354,000 square foot Costco Distribution Center. The City has completed all approvals for the project. TIF is being used for the project. The project will include public improvements. Public improvements will likely be completed next year.
- A new 150,000 square foot warehouse is being constructed for Daikin next to their facility on Hoffman Drive. TIF has been approved for the project. A MIF application to the State on behalf of Daikin has been approved.
- Work has begun on the site for a new facility for Minimizer. Minimizer has purchase 13 acres in the industrial park from the City for a new 100,000 square foot manufacturing facility. The project is to be completed in spring of 2021.
- Tax Increment Financing and a development agreement has been approved for Foremost Brew Pub at 136 West Bridge Street. Work has begun on the project.

- The City has purchased the property at 117 West Bridge Street formerly owned by Centro Campesino. The property needs a new roof and bids are being sought for a new roof. The EDA would pay for the roof with the intent of redeveloping the property and utilizing tax increment financing to recoup our costs from the project.
- The City owns the property at 148 West Main Street that was damaged from a collapsed roof. A redevelopment project is being sought for that property.
- The City Council has approved tax increment financing for Bosch to construct a 266,000 square foot warehouse facility in the industrial park. The City has received a DEED grant for \$176,000 to help pay for a public cul-de-sac to serve the property. The EDA would upfront the costs of the for the public improvements which would be paid back with the first year of increment from the project.