

**EDA
Minutes
August 21, 2019**

The Owatonna Economic Development Authority met in regular session at 4:00 PM at the Council Chambers with President Raney presiding. Commissioners Present: Brenda DeVinny, Corey Mensink, Don Boutelle, Kevin Raney, Jeff Okerberg, and Andrew Cowell. Also present were Troy Klecker, Bill Owens, Brad Meier, and Kristen Kopp.

Approval of Minutes. Commissioner Okerberg moved approval of the minutes of the July 17, 2019 meeting with second by Commissioner Mensink. All Commissioners voting Aye, the motion passed.

Treasurer's Report. Troy Klecker presented the revenue and expense reports for July. He asked Meier if lodging is behind. Meier said that there could be a lag because of a transition in the finance office, but lodging dollars are good. Klecker said that they got the first bill from Ed Tschida for consulting services for the TIF plans. This isn't reflected in July's report, but will be next month. He said that Legacy Signs was the low bidder for the downtown awnings, which include The Kitchen, Selective Looks, and the cleaners. City staff will take the old awnings down next week. The price for all three awnings is \$14,250. The EDA had budgeted \$10,000. Klecker asked the Commissioners if they would be okay with extending that to \$15,000. He said that the Dog Pound's will still have to be replaced, but that will most likely happen next year.

Loan Report. Bill Owens presented the Loan Report for July. He said that all loans are current with the exception of Mark's Repair, which is because the business was sold. Klecker said that there was a delay with their auto withdrawal. Owens said that Lucky Dice was just approved for a forgivable loan. Raney asked if the EDA could get a list of who's applied for loans. Owens said that he will talk to Shirley Schultz about it as they both get applications.

Klecker said that the EDA approved forgivable loans for interior and exterior improvements with a maximum of \$10,000 per business. He had one instance that he wanted to bring to the EDA for their opinion. Mineral Springs Brewery has a lot of work to do on the patio yet and would like to apply for a loan for the exterior. The EDA didn't specify whether the improvements were meant to be on the building, although in most cases they would be. This is a little unusual for downtown as there is typically no room for a patio. Klecker asked the EDA if the patio would qualify. They are putting a lot of money into the patio and the patio is nearly as big as the building. It will be handicap accessible and is a good candidate for a forgivable loan. Voss said that he's okay qualifying it for a forgivable loan. Bill Cronin was present representing Mineral Springs Brewery. He said that they're excited about the project. He said that costs have gone beyond what they initially expected. The patio is still in development and will have to be ADA compliant. He said that, with this project, they're addressing an area of town that's been overlooked. Raney asked about the loan requirements. Klecker said that the loan is prorated for five years; if they're not still there in five years, they have to pay the loan back. Raney said that this fits right in with what they want to do with making exteriors more inviting. He said that he supports Mineral Springs Brewery going forward. Mensink added that this will transform the street and make it a community asset. It's a difference maker for the downtown and is in the spirit of what the EDA is trying to accomplish. A motion was made by Okerberg and seconded by DeVinny to approve the definition of allowing a patio as an exterior improvement. All

Commissioners voting Aye, the motion carried. Raney asked when they plan to open. Cronin said they're planning for mid-October. Raney said he's looking forward to it.

OACCT Report. Chamber Director Brad Meier presented the OACCT Report for July. He gave an update on Workforce Efforts. They've redone the brochure to make it more accessible to businesses. Workforce Coordinator Anisha Zak has been working with students over the summer. He and Troy met with the State of MN on specific business workforce needs. The school bond decision will be November 5th and they are working to rally all entities in the Community around it. DeVinny asked if all corporate sponsors have chosen to join in again. Meier said that they have. He said they are helping businesses share stories on why this is an important piece for growth. He said they want to present a unified voice. He said that they attended a commercial brokers' event in the Cities with Cushman and Wakefield. Just Owatonna was present and this is something that no other community is doing. They are working on a marketing event in October. Raney asked if distance to the Metro is no longer a sticking point. Klecker said that it's lessening as they've had numerous meetings up there. Raney asked what the funding source is for Workforce publications. Meier said that it's a three-way partnership and Pearson prints the brochures at no cost. Raney said that it's a great program and will continue to grow. There was some discussion on the traffic lights on Vine Street and Oak Avenue.

OABDC Report. Bill Owens presented the OABDC Report for July. He said he didn't have many consulting hours over summer, but things are picking back up. They're at 85% occupancy and there haven't been any changes for a while. He said that he's speaking at a conference in Waseca about filling up downtown spaces.

EDA Projects. Troy Klecker presented the EDA Projects report for July. He gave updates on Cemstone, James Brothers, Costco, and Daikin. He said that Minimizer is planning to relocate from Blooming Prairie to Owatonna.

Old Business. The Commissioners discussed the downtown awnings again. Klecker asked if they would authorize \$15,000 instead of \$10,000 for three of the awnings. This was the low bid. City staff will take down the existing awnings. Raney asked who has the final say on design and color. Klecker said that all of the property owners are interested in forest green. A motion was made by Boutelle and seconded by DeVinny to authorize \$15,000 for the three awnings downtown. All Commissioners voting Aye, the motion passed.

Other Business. Klecker introduced new Commissioner Andy Cowell of Profinium, who is taking over for Kate Harthan who resigned.

Schedule Next Meeting. The next EDA meeting is scheduled for **September 18, 2019** 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 Boutelle to adjourn the meeting. All Commissioners voting Aye, the motion passed. The Meeting adjourned at 4:57 pm.

Dated: September 18, 2019

Respectfully Submitted,

Secretary