

City of Marshall
ECONOMIC DEVELOPMENT AUTHORITY
Bello Cucina
Minutes of the Meeting of Wednesday, May 15, 2019

MEMBERS PRESENT: Bucher, Lockwood, Serreyn, Meister, Herrmann

MEMBERS ABSENT: Frost, DeCramer

STAFF PRESENT: Hanson, Onken, Raveling, Drown

OTHERS PRESENT: Dave Parsons, Kritikah Shah, Fartun

President Bucher called the meeting to order at 12:15 p.m.

MOTION BY MEISTER, SECONDED BY LOCKWOOD to approve the 04-17-19 minutes. THE MOTION PASSED 5-0.

Dave Parsons, City Assessor gave a tax presentation.

Harrison Truck Center has requested a tax abatement. The proposed project is a 9,000 square foot addition and remodel to the existing facility. The addition will be primarily additional truck service bays. The service addition will be a state-of-the-art service facility to house additional service technicians. In addition, the remodel of the existing facility will include repurposing the existing service bays in to a climate-controlled part storage facility, retail parts show room, drivers lounge, conference rooms and additional office space. This project will make the Harrison Truck Center ("HTC") dealership location a destination stop for the transportation industry in West Central Minnesota. Upon approval of the abatement request, they would like to start in June 2019 with completion in early 2020. MOTION BY SERREYN, SECONDED BY HERRMANN to approve a recommendation to City Council to approve the Harrison Truck Center Tax Abatement Request. THE MOTION PASSED 5-0.

The Facade Improvement Matching Grant Program is designed to help create healthy commercial areas by providing incentives to improve the appearance of building facades and stimulate private investment. One matching grant can be a maximum of \$5,000 per storefront/business address. All grants must be matched. 1:1 match means that every grant dollar must be matched by one dollar. Facade Grants will pay for 50% of the total project costs, up to a maximum of \$5,000. Matching dollars can come from any non-facade Improvement Matching Grant source. Examples include private equity, loans, etc. This is a reimbursement program. You must complete and pay for the total project cost or total private match, prior to receiving a reimbursement check from the program administrator. Part of the duties of the EDA Intern would be to help promote this opportunity with business visits. We considered using Fund 204 – Local EDA CRIF funds, which has a current balance of \$558,833.74. Drown reported we would now recommend Fund 214, which has no other restrictions other than reporting how funds are spent to City Council. Hanson suggested capping the program at \$50,000. Serreyn agreed to cap so we can limit City funds and not a huge impact on EDA for façade specific improvements. Meister suggested a 12 month cap as well to get metrics of this project. MOTION BY MEISTER, SECONDED BY HERRMAN to approve the Facade Improvement Matching Grant Program, with a cap at \$50,000 or 12 months, whichever comes first. THE MOTION PASSED 5-0.

Serreyn presented the April Treasurer's Report. Overall normal collection of interest and payments occurred. April's overall fund balance is \$2,938,625.10. MOTION BY SERREYN, SECONDED BY BUCHER to approve the April Treasurers' report. THE MOTION PASSED 5-0.

Hanson reported EDA Board Interviews will be held on May 28th. There were 6 applicants for the board.

The Marketing Committee did not meet.

The Housing Committee did not meet.

Onken presented the Director's Report.

World Café – the plan is to host a 2 hour work session with action steps to complete the strategic plan. City Council will have a 2 hour session separate from staff and various community groups, leading up to the 3 year strategic plan. Hanson suggested the EDA board set a current plan to include in strategic plan as well. The goal is to get a larger scale of information and feedback from local businesses, stakeholders and the general public and host a brainstorming session. Onken and Hanson will continue to work on this.

The EDA received 2 RFP's for Block 11, which was discussed (in general) at the EDA Board meeting. Internally, City and EDA staff will be working on preliminary concept review prior to anything being made "public" as far as their proposals, concept drawings, etc. Bucher proposed a sub-committee for the Block 11 project. Onken will get a written scope and of the responsibilities to send to EDA board so they have a better idea of potential time commitments.

ISG will produce a marketing video on Commerce Park, as well as two other video locations. The Mayor suggested we do this video for extra marketing efforts. Hanson explained this project will be through City funds, so EDA approval was not required, but want to make the EDA board aware.

Staff provided the board with Co-Star and LoopNet data. Early data numbers indicate the commerce park site is getting decent exposure.

MOTION BY HERRMANN, SECONDED BY MEISTER to adjourn the meeting at 1:46 p.m.
MOTION PASSED 5-0.

Respectfully Submitted,

Erin Raveling