

Pursuant to due call and notice thereof a meeting of the Economic Development Authority (EDA) in and for the City of Albany, Stearns County, Minnesota, was called to order by Chairman Mayor Dennis J. Sand at 6:30 o'clock in the evening on Tuesday, March 6, 2012, in the Council Room at 400 Railroad Avenue for the said City.

Other EDA members present for the meeting were: Tom Kasner and Paul Wellenstein. John Harlander and Joseph Gilk were absent.

Traci Ryan, David Drown Associates, the City Economic Development Consultant, and Bryan Schiffler, Albany business owner, were present for the meeting.

Chairman Mayor Dennis J. Sand called for any additions or corrections to the minutes of the meeting of September 13, 2011 and hearing none declared them approved.

Chairman Dennis J. Sand called for any nominations for the position of Chairman and Vice-Chairman on the EDA Board for the year 2012. Mr. Wellenstein nominated Mr. Sand for Chairman and Mr. Kasner for Vice-Chairman. Chairman Dennis J. Sand hearing no other nominations closed the nominations from the floor for the aforementioned positions. After due discussion, a motion was made by Paul Wellenstein and seconded by Tom Kasner to appoint Dennis J. Sand as Chairman. All voted for the motion and it carried.

After due discussion, a motion was made by Paul Wellenstein and seconded by Dennis J. Sand to appoint Tom Kasner as Vice-Chairman. All voted for the motion and it carried.

Ms. Ryan appeared before the Board to present a proposed budget for surplus tax increments which depicted year end fund balances for all the TIF Districts and potential uses of funds. Ms. Ryan informed the Board that the legislature in the jobs bill has approved temporary authority for cities to utilize increments from all TIF Districts to stimulate construction on or before July 1, 2012 that will create jobs and construction. Mr. Ryan noted that the legislature is looking at extending the July 1st deadline, but if the City has projects, they should begin on or before July 1st or the City can spend the increments on project within each specific TIF District. Mayor Dennis J. Sand informed the Board that the proposed budget for surplus tax increments will be presented to the Council for further discussion.

Mr. Schneider informed the Board that the City's pre-application for a Small Cities Development Program (SCDP) grant administered by the Minnesota Department of Employment and Economic Development (DEED) for the rehabilitation of commercial businesses along Railroad Avenue or mainstreet was denied. Ms. Ryan presented to the Board program guidelines that proposed to utilize available increments from TIF District 1-3 to leverage private investment to encourage the redevelopment of commercial structures within the City's central business district. Ms. Ryan projected \$150,000 to be available for building improvements; whereby approved projects will qualify for financing of 50% of the total project cost with TIF funding as a Deferred Payment Loan (DPL) that is forgiven after seven years and thus, turns into a grant provided that the owner retains ownership for seven years. Ms. Ryan noted that the remaining 50% of the project is to be funded by the building owner by any means available. Ms. Ryan proposed that the minimum amount of assistance is \$1,000 (\$2,000 total project cost) and the maximum will be \$15,000 (\$30,000 total project cost). Mr. Wellenstein questioned what applications for building improvements would be given a higher priority or would the target area for these improvements only be for mainstreet businesses on Railroad Avenue. Mr. Schneider noted that there will be more applicants than funding, but the City may consider submitting another application in November to the Minnesota Department of Employment and Economic Development (DEED) for a Small Cities Development Program (SCDP) for those businesses that did not get selected by the City's rehabilitation program. Mayor Dennis J. Sand, with the consensus of the Board, directed Ms. Ryan and Mr. Schneider to formalize a final draft of program guidelines, application process, target area, DPL repayment agreement/mortgage, and downtown redevelopment assistance application.

Mr. Schneider informed the Board that the City will be closing on the Albany Antique Center property on March 15th; whereby the City's intention is to raze the building and prepare the site for redevelopment.

Chairman Mayor Dennis J. Sand adjourned the meeting at 7:35 PM.

Tom Schneider
Clerk/Adm.