
**Economic Development Authority Members:
Stacey Babcock, Jeff Bartelt, Cliff Blaisdell, Mike Finley, Terry Gardner**

MINUTES OF THE CITY ECONOMIC DEVELOPMENT AUTHORITY

CITY OF JANESVILLE, WASECA COUNTY, MINNESOTA

FEBRUARY 1, 2016

1. CALL TO ORDER

Stacey Babcock called the meeting to order at 5:00 p.m.

Members present: Stacey Babcock, Cliff Blaisdell, and Terry Gardner.

Staff present: City Planner Brandon McCabe.

Members absent: Jeff Bartelt and Mike Finley.

2. ELECTION OF ECONOMIC DEVELOPMENT AUTHORITY OFFICERS

Motion made by Blaisdell to approve Mike Finley as Chairperson and Stacey Babcock as Vice-Chairperson, seconded by Gardner. Motion carried 3-0 (Bartelt and Finley absent).

3. APPROVAL OF AGENDA

Gardner requested to add an agenda item to discuss comments made from Rick Maas regarding the dilapidated laundromat building at 103 N Main Street.

Motion made by Blaisdell to approve the agenda with the addition of Old Business item *d: Rick Maas Laundromat Discussion*, seconded by Gardner. Motion carried 3-0 (Bartelt and Finley absent).

4. APPROVAL OF MINUTES

Motion made by Babcock to approve the minutes of the EDA meeting held on Tuesday, December 22, 2015, seconded by Blaisdell. Motion carried 3-0 (Bartelt and Finley absent).

5. OLD BUSINESS

a. Building Permit Report.

McCabe summarized his report of building permits issued through 2015. The report included permits issued 2014 for comparison. McCabe stated that the valuation between 2014 and 2015 decreased by approximately \$668,446. An

apparent reason for the drop in valuation is the lack of new homes constructed in 2015. No new homes were constructed in 2015.

b. Available Revolving Loan Funds.

McCabe presented the current and anticipated funds available for the Revolving Loan Fund (RLF) program. McCabe noted that the City of Janesville had committed \$ 50,000 from the Revolving Loan Fund as part of the Small Cities Development Program and the program utilized \$ 33,258.57 of those funds. Therefor \$ 16,741.43 was transferred back into the RLF. The total amount anticipated February 1, 2016 should be \$ 31,961.28.

c. Establishment of 2016 Goals and Strategies

McCabe presented a report identifying a list of goals that were previously discussed by the EDA. The goals are as follows:

1. Encourage redevelopment of the Downtown District.
 - a. Review/revise current nuisance ordinance.
 - b. Offer incentives to encourage owner initiated improvements.
 - c. Creation of district specific design standards.
2. Re-visit the land use plan vacant Hwy 14 land (map attached).
 - a. Open dialogue with the property owner.
 - b. Canvas/survey neighboring properties.
 - c. Review/revise current zoning to industrial/commercial use.
3. Encourage and offer assistance for home occupied businesses to develop.
 - a. Keep up to date the current available properties and land sites.
 - b. Review/revise current home occupied business ordinance.

The EDA discussed each goal at length. Common consensus was to identify blighted areas in Janesville and address the needs of local businesses. The EDA had no additions or changes to the drafted goals.

Motion made by Blaisdell to approve the EDA Goals & Strategies, seconded by Babcock. Motion carried 3-0 (Bartelt and Finley absent).

d. Rick Maas Laundromat Discussion (added item)

Gardner was approached by Rick Maas, owner of 103 N Main Street, and stated that Maas was upset with the City regarding the issue of his building collapse. It was stated to Gardner that the City refused to help fund or find funding for the repair of his property and that the enforcement to repair his property was not warranted. McCabe replied that the City had in fact tried to find funding but no such program exists to help a private owner demolish a dilapidated structure.

Also, the enforcement to secure the building was not to place a burden on the owner but was for safety reasons.

6. NEW BUSINESS

a. Small Cities Program Summary of Accomplished Goals

McCabe gave a summary of the Small Cities Development Grant Program which was closed out at the end of 2015. A total of \$99,413 of the \$494,300 (20.1%) awarded was turned back (not used) to MN Department of Employment and Economic Development (DEED). Enclosed in the report was a letter from Mr. Steve Moline the project manager.

b. Annual Report of EDA 2015

McCabe presented a drafted report of annual activities to be presented to the City Council. This report will becoming increasingly important to City Council as it will begin to include funds spent by the EDA in 2016. The EDA had no additions or changes to the draft.

7. ADJOURNMENT

Motion made by Babcock to adjourn the meeting at 6:12 p.m., seconded by Blaisdell. Motion carried 3-0 (Bartelt and Finley absent).