

KASSON ECONOMIC DEVELOPMENT AUTHORITY

Kasson City Hall
Tuesday, February 1st, 2022
12:00 PM

- I. Call Meeting to Order**
- II. Approve Minutes of the Previous Meeting**
- III. Financial Report**
- IV. Update from 1760 Millwork**
- V. Coordinators Report**
- VI. City Administrators Report**
- VII. Chaotic Good Brewing Company RLF pre-application**
- VIII. Review of 2021 Annual Report**
- IX. 2022 EDA goal setting**
- X. Other Business/Open Discussion**
- XI. Items for Mar. EDA Meeting**
- XII. Adjourn**

The next EDA Board meeting will be held on Tuesday, March 1st, 2022.

KASSON ECONOMIC DEVELOPMENT AUTHORITY MEETING

Tuesday, January 4th, 2022

Kasson City Hall

12:00PM

MINUTES

Pursuant to due call and notice thereof, a regular meeting of the Kasson Economic Development Authority (EDA) was held at Kasson City Hall this 4th day of January 2022 at 12:00PM.

The following board members were present: Dan Egger, Chris Mckern, Tom Monson, Michael Peterson, Janice Borgstrom-Durst, Jill Moosbrugger.

Absent: Kathy O'Malley

The following staff members were present: Tim Ibisch- City Administrator, Robert Harris III - EDA Staff

- I. Call Meeting to Order. Egger called the meeting to order at 12:00PM.
- II. Election for open seat on EDA. Monson's term ended on December 2021 and he is seeking to be reappointed for another 6 year term. Mayor McKern reappointed Monson for another 6 year term.
- III. Approve Minutes of the Previous Meeting. Peterson motioned to approve the previous minutes. McKern seconded.

Ayes (6), Nays (0). Motion carried.
- IV. Financial Report. Harris presented the financial report. Borgstrom-Durst motioned to approve the financials. McKern seconded.

Ayes (6), Nays (0). Motion carried.
- V. Coordinators Report. Robert Harris III, CEDA, presented the coordinator's report.

Business visits and assistance

- Ocean Mist Car Wash – spoke with about the Façade Improvement program and other options for improving their parking lot surface.
- Byron Auto Sales (recently acquired Kasson Car Care) - the acquisition is complete, and their transition process began last week.
- Baymont by Wyndom – the hotel is looking to make significant renovations to the property to put them in compliance with their franchise requirements. They have requested assistance applying for the DEED Main Street Revitalization grant program. Since this is the only hotel in the county, I am collaborating with the county on this application.
- Ready, Set, Learn – they are looking for a commercial space that they can grow into. I am providing them with some options.

Hamilton Multifamily Project

Tim, Nancy, and I met with Mike Bubany, the city's public finance advisor, to discuss Hamilton's request for assistance. A counter response has been sent to them with terms that the Council would feel more comfortable with. They have replied to that counter and some additional details need to be worked out before

We will be visiting the county and school district in January to request a collaborative abatement agreement.

Building offer from Trail Creek Coffee Roasters

The subcommittee met in December and determined that the building should be valued at \$100,000 based on recent sales in the area. A counteroffer of \$100,000 with a \$15,000 business subsidy was sent on 12/14/2021. The offer is active for 90 days and the subsidy is vested over 5 years in \$3,000 increments.

Childcare Dodge County project

The County has applied for technical assistance from First Children's Finance to assess the childcare situation throughout the area. We've agreed to collaborate in this project. Plaza 57 is offering an incentive to attract an owner/operator. They are willing to pay for 50% of the build out, maxed at \$100,000.

Downtown Lots

The EDA Build Back Better regional application for technical assistance was not successful. Only 1 project in MN was funded (a bio-medical cluster in the Twin Cities)

We are now going to move forward on the Economic Adjustment Assistance application due on March 15.

I fielded a call from a local investor/entrepreneur that may be interested in the lots. He runs smoke shops and is looking for a place to expand that business. More follow up needed.

Kasson Main Street Improvement Task Force

The joint application with Community Ed to SMIF was not funded. We are exploring alternative options for the indoor play space concept.

The Downtown Improvement Task Force met last week and after some initial conversations in the community have decided to shift our event date to Saturday, March 12th to align with other St. Patrick's Day activities. The Legion will have bagpipers and there will be a big volleyball competition in town.

SE MN Transit Committee

The Transit Committee has secured some corporate funding from end of year solicitations and will be hiring a consultant to lead the organization formation in 2022.

SE MN Impact Hub

The old Images building on Mantorville Ave is up for sale. The previous offer from the specialty gym fell through. I am working on a concept for a commercial kitchen/food incubator concept that includes a revolving retail space. I've had some initial conversations with the county, GreenSeam, and SMIF and there is a lot of alignment throughout the regional and there is a significant need for larger scale commercial kitchen space that has warehouse space.

Vail Property development

I have conducted some outreach to area real estate developers/investors and hospitality management companies. In 2022, we will be looking to put together a formal RFP for the site to solicit developers.

- VI. City Administrators Report. Ibisch presented the Administrators Report. Report included in meeting packet.
- VII. Approval of 2022 Business Façade Improvement program. Harris presented the updated Business Façade Improvement program for 2022. There was discussion about how much to allocate towards the program given the additional programming for the Hwy 57 disruption. It was decided to not allocate a specific dollar figure but rather keep an eye on available funds as applications are received. McKern motioned to approve the 2022 Façade program with these changes. Monson seconded.

Ayes (6), Nays (0). Motion carried.

- VIII. Hwy 57 disruption programming. Harris presented a 0% interest short disruption loan program to assist businesses with any lost revenue from the Hwy 57 construction project. Disruption is expected from May to July. The loan provides a maximum of \$2,000 dispersed at a rate of \$1,000 per month during the construction period. No specific amount was allocated to the program. McKern motioned to approve the program. Monson seconded.

Ayes (6), Nays (0). Motion carried.

- IX. Regional commercial kitchen/incubator (Food Impact Hub). Harris presented a concept for a commercial kitchen and food business incubator to be housed in the old Images by Design building on Mantorville Ave. The group provided feedback on the concept and expressed the need for a private group to own and operate the building, but the EDA expressed support for the project.

- X. Other Business/Open Discussion. There was brief discussion about next steps with the Hamilton Real Estate. Group directed Harris to continue working with Hamilton.

- XI. Items for February meeting. The 2021 Annual Report and 2022 goal setting were identified as items for February.

- XII. Adjourn. Mckern motioned to adjourn the meeting. Borgstrum-Durst seconded.

Ayes (6), Nays (0). Motion carried. Meeting adjourned at 1:00 PM.

The next meeting will be held at 12:00PM on Feb. 1st, 2022.

Minutes Submitted by:

Robert Harris III, EDA Coordinator

Dan Egger, EDA President

CITY OF KASSON
Balance Sheet
For the Accounting Period: 1 / 22

225 EDA FED MIF

Assets

Current Assets

| | |
|-------------------------------|------------|
| CASH-OPERATING | 160,063.10 |
| LOAN PRIN REC-WHITMARSH | 1,798.82 |
| LOAN PRIN REC- 1760 MILLWORK | 71,640.10 |
| SPECIAL ASSESSMENTS--DEFERRED | 5,854.07 |

Total Current Assets 239,356.09

Total Assets 239,356.09

Liabilities and Equity

Current Liabilities

| | |
|------------------------------|----------|
| Deferred Revenue Assessments | 5,854.59 |
|------------------------------|----------|

Total Current Liabilities 5,854.59

Total Liabilities 5,854.59

Equity

| | |
|----------------------------|------------|
| UNRESERVED FUND BALANCE | 233,494.05 |
| CURRENT YEAR INCOME/(LOSS) | 7.45 |

Total Equity 233,501.50

Total Liabilities & Equity 239,356.09

01/27/22
12:17:51

CITY OF KASSON
Balance Sheet
For the Accounting Period: 1 / 22

226 EDA RLF

Assets

Current Assets

CASH-OPERATING

79,999.00

Total Current Assets

79,999.00

Total Assets

79,999.00

Liabilities and Equity

Total Liabilities

Equity

UNRESERVED FUND BALANCE

79,999.00

Total Equity

79,999.00

Total Liabilities & Equity

79,999.00

01/27/22
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CITY OF KASSON
Balance Sheet
For the Accounting Period: 1 / 22

290 Economic Development

Assets

| | | |
|----------------------|-----------|------------|
| Current Assets | | |
| CASH-OPERATING | 63,814.04 | |
| DUE FROM OTHER FUNDS | 81,677.89 | |
| | ----- | |
| Total Current Assets | | 145,491.93 |
| | | ----- |
| Total Assets | | 145,491.93 |

Liabilities and Equity

| | | |
|-----------------------------|--------------|------------|
| Current Liabilities | | |
| ACCRUED WAGE/SALARY PAYABLE | 486.23 | |
| | ----- | |
| Total Current Liabilities | | 486.23 |
| | | ----- |
| Total Liabilities | | 486.23 |
| Equity | | |
| UNRESERVED FUND BALANCE | 158,457.63 | |
| CURRENT YEAR INCOME/(LOSS) | (13,451.93) | |
| | ----- | |
| Total Equity | | 145,005.70 |
| | | ----- |
| Total Liabilities & Equity | | 145,491.93 |

01/27/22
12:18:09

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 1 / 22

225 EDA FED MIF

| | Actual | | Actual | | Annual Budget " | Variance |
|--------------------------------|----------------|--------|--------------|--------|-----------------|----------|
| | Period to Date | % | Year-To-Date | % | | |
| <hr/> | | | | | | |
| Revenue | | | | | | |
| Community/Economic Development | | | | | | |
| 3621 INTEREST EARNED | 7.45 | | 7.45 | | 0.00 | 7.45 |
| Total Department | 7.45 | | 7.45 | | | 7.45 |
| Total Revenue | 7.45 | 100.00 | 7.45 | 100.00 | 0.00 | 7.45 |
| Net Income (Loss) | 7.45 | | 7.45 | | | |

01/27/22
12:18:09

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 1 / 22

Page: 2 of 2
Report ID: L140

290 Economic Development

| | Actual Period to Date | % | Actual Year-To-Date | % | Annual Budget " | Variance |
|------------------------------------|--------------------------|---------|------------------------|---------|-----------------|-------------|
| Revenue | | | | | | |
| Community/Economic Development | | | | | | |
| 3101 CURRENT AD VALOREM TAXES | 0.00 | | 0.00 | | 102,444.00 | -102,444.00 |
| 3621 INTEREST EARNED | 0.00 | | 0.00 | | 500.00 | -500.00 |
| Total Department | | | | | 102,944.00 | -102,944.00 |
| Total Revenue | 0.00 | 100.00 | 0.00 | 100.00 | 102,944.00 | -102,944.00 |
| Expenses | | | | | | |
| Community/Economic Development | | | | | | |
| Community/Economic Development | | | | | | |
| 101 FULL-TIME EMPLOYEES - REGULAR | 1,007.74 | 7.49 | 1,007.74 | 7.49 | 12,500.00 | 11,492.26 |
| 121 EMPLOYER PERA CONTRIBUTIONS | 75.59 | 0.56 | 75.59 | 0.56 | 938.00 | 862.41 |
| 122 EMPLOYER FICA CONTRIBUTIONS | 59.11 | 0.44 | 59.11 | 0.44 | 775.00 | 715.89 |
| 123 EMPLOYER MEDICARE CONTRIBUTION | 13.82 | 0.10 | 13.82 | 0.10 | 181.00 | 167.18 |
| 130 EMPLOYER PAID INSURANCE | 190.85 | 1.42 | 190.85 | 1.42 | 6,000.00 | 5,809.15 |
| 150 WORKER'S COMPENSATION | 98.00 | 0.73 | 98.00 | 0.73 | 100.00 | 2.00 |
| 210 OPERATING SUPPLIES | 14.74 | 0.11 | 14.74 | 0.11 | 500.00 | 485.26 |
| 303 ENGINEERING FEES | 0.00 | | 0.00 | | 1,500.00 | 1,500.00 |
| 304 LEGAL FEES | 0.00 | | 0.00 | | 2,500.00 | 2,500.00 |
| 321 TELEPHONE | 22.08 | 0.16 | 22.08 | 0.16 | 500.00 | 477.92 |
| 325 COMMUNICATION-OTHER | 15.00 | 0.11 | 15.00 | 0.11 | 200.00 | 185.00 |
| 333 STAFF MEETINGS & CONFERENCES | 0.00 | | 0.00 | | 400.00 | 400.00 |
| 334 MEMBERSHIP DUES AND FEES | 75.00 | 0.56 | 75.00 | 0.56 | 500.00 | 425.00 |
| 343 OTHER ADVERTISING | 0.00 | | 0.00 | | 8,000.00 | 8,000.00 |
| 351 LEGAL NOTICES PUBLISHING | 0.00 | | 0.00 | | 100.00 | 100.00 |
| 360 INSURANCE | 0.00 | | 0.00 | | 450.00 | 450.00 |
| 414 COMMERCIAL PROGRAMS | 0.00 | | 0.00 | | 17,000.00 | 17,000.00 |
| 430 OTHER SERVICE/CHARGES-MISC. | 10.00 | 0.07 | 10.00 | 0.07 | 3,500.00 | 3,490.00 |
| 440 PROFESSIONAL SERVICES | 300.00 | 2.23 | 300.00 | 2.23 | 800.00 | 500.00 |
| 444 OTHER CONTRACTUAL SERVICES | 11,570.00 | 86.01 | 11,570.00 | 86.01 | 46,500.00 | 34,930.00 |
| Account Total | 13,451.93 | 100.00 | 13,451.93 | 100.00 | 102,944.00 | 89,492.07 |
| Total Department | 13,451.93 | 100.00 | 13,451.93 | 100.00 | 102,944.00 | 89,492.07 |
| Total Expenses | 13,451.93 | 100.00 | 13,451.93 | 100.00 | 102,944.00 | 89,492.07 |
| Net Income (Loss) | -13,451.93 | -100.00 | -13,451.93 | -100.00 | | |

EDA Loans

| Loan Name | Origination Date | Original Amount | Interest Rate | Monthly Payment | Term/ Due Date | 12.31.21 Balance | Prin Recvd YTD | 1.31.2022 Balance |
|-----------|------------------|-----------------|---------------|-----------------|-------------------|---------------------|-------------------|----------------------|
| Millwork | 7/1/2016 | \$ 90,000 | 3.0% | 499.14 | 20 years 6/1/2036 | 71,640 | 0 | 71,640 |
| Whitmarsh | 6/28/2018 | \$ 5,000 | 4.75% | 90 | 5 years 7/1/2023 | 1,881 | 83 | 1,798 |

No paymnts 9/21 to 8/22

Economic Development Authority Coordinators Report

**Robert Harris III
February 2022**



Business visits and assistance

- Chaotic Good Brewing Company is planning to acquire the Ocean Mist Car Wash to open a tap room. They've submitted a RLF loan application for assistance acquiring the building. I've also made some connections to local media and through CEDA's channels to elevate this development. They've launched a founding member campaign to help offset some of the initial start-up costs.

Hamilton Multifamily Project

Hamilton presented to the school board and county board on Jan 24th and 25th respectively. They requested 8 years of tax abatement from each taxing body. Both the school board and county are expected to take final votes on Feb 7th and 8th.

Following the assistance approvals, we've pulled together an initial timeline to get through the platting and zoning process and expect to see Hamilton break ground around June or July.

Kasson Historic School Redevelopment

The lawsuit concerning the school redevelopment project has been dismissed. The developer, Paul Warshauer, is excited to get the project moving forward again. He is partnering with another local developer and marketing the project as luxury senior housing.

He and I have had some preliminary discussions about a request for TIF. I will keep you all updated as he gets further along in the project planning and prepares to make that request. The developer sent out a press release that says he's looking to raise \$2M of private equity and \$2M in public assistance, not including federal and state tax credits.

Building offer from Trail Creek Coffee Roasters

No formal response yet. They are waiting on an inspection of the roof to be completed.

Childcare Dodge County project

Some staff from the county, myself, and the Community Education Director are planning to do a tour of the space available at Plaza 57 to discuss the path forward to getting a daycare center up and running. The County should also hear back soon on their application to First Children's Finance.

Kasson Downtown Improvement Task Force

The Downtown Improvement Task Force met earlier this month to continue planning for the March 12th downtown event. The group is continuing to reach out to businesses to secure their participation.

SMIF and Rethos have partnered to provide no cost Downtown Assessments to 3 communities in SE MN. We have applied for this program and expect to hear back in April. The benefit would some external eyes that will work with a small group of local leaders to

For a majority of February, I will be working with the CEDA grants department to complete all pieces of the EDA EAA grant. This is going to take up a big portion time.

SE MN Transit Committee

The Transit Committee is in the process of hiring an outreach and community engagement consultant to complete the next round of city engagement. CEDA is a finalist to serve this contract.

SE MN Impact Hub

I have some great conversations around this project. Renewing the Countryside has agreed to be an official partner and is open to the possibility of owning the

building. We are working together to present this concept to a group of regional investors part of the Slow Money network.

The building has been taken off the market while the owner makes some improvements (painting, flooring, etc). This gives more time to coordinate an investor for the Food Impact Hub concept.

Vail Property development

An investment from a hospitality company is unlikely for at least the next year. Between the covid impact on travel and workforce shortage, the hospitality sector dealing with quite a bit uncertainty.

I think the focus moving forward should be on multifamily and low-density affordable housing (sub \$300K).

Hi Robert,

Thank you again for reaching out. After discussing internally, we have decided to respectfully pass on this opportunity. Our decision, as we briefly discussed on our call, was based on the COVID downturn, construction cost inflation, limited availability of hotel construction financing, and overall concern about the economic viability of new hotel development in the near term. Perhaps we are being too pessimistic (I hope we are), but I don't see us getting any more optimistic until we get to the end of the pandemic.

I wish you all the best in your search for a hotel development partner.

Regards,

Chris

Chris Flagg



Chief Investment Officer

103 15th Avenue NW Suite 200
Willmar, MN 56201
Cell 831.915.9907
www.tpihospitality.com





To: City Council

Date: 1/26/2022

Agenda Heading: City Administrator's Report

"Winter forms our character and brings out our best."

- Tom Allen

- **Dodge County Solar Meeting.** Byron Solar proposes to construct an up to 200 MW solar farm in Mantorville and Canisteo townships in Dodge County, Minn. As proposed, the solar farm would connect to the electric grid at the existing Byron Substation (west of the city of Byron, in Kalmar Township in Olmsted County) via approximately three miles of 345 kilovolt (kV) transmission line. The solar farm is located on approximately 1,800 acres south of US Highway 14 and between the cities of Kasson and Byron. Within the 1,800-acre site, Byron Solar anticipates a developed area of approximately 1,550 acres. The solar farm will use photovoltaic solar panels mounted on linear tracking systems to generate electric power. Underground collection lines will gather the electric power to a project substation.

Byron Solar's proposed project requires three separate approvals from the Minnesota Public Utilities Commission (Commission) – a certificate of need (CN), a site permit, and a route permit. Department of Commerce, Energy Environmental Review and Analysis (EERA) staff is responsible for conducting environmental review for CN, site, and route permit applications submitted to the Commission. As three concurrent environmental reviews are required, the Commission has authorized EERA staff to combine the environmental review for the three applications. An environmental assessment (EA) will be prepared to meet the environmental review requirements for all three review processes. I have included information from the first 2 meetings in your packet. Please let me know if you have any questions. There is 1 more meeting planned for early February.

- **US Supreme Court Stays OSHA COVID-19 Vaccination and Testing Requirements.** The U.S. Supreme Court issued an order on Jan. 13 that stops implementation of the new federal rule mandating that some employers require employees to be vaccinated or have regular tests for COVID-19. The Minnesota Occupational Safety and Health Administration (MNOSHA) adopted the federal OSHA COVID-19 Vaccination and Testing Emergency Temporary Standard (ETS) on Jan. 3. It required employers, including cities, with 100 employees or more to adopt a policy for weekly testing of employees that have not been vaccinated.

After the release MNOSHA announced that it will suspend enforcement of the ETS, pending future developments. We will continue to track this as it unfolds and if any

changes are warranted to our current policies.

- **Firefighter's Annual Banquet.** Recently I had the opportunity to attend the annual Firefighter's Banquet and recognition. It was an excellent opportunity to honor these hardworking men and women who volunteer their time in service to our community. During my remarks I noted that over 140 firefighters lost their lives last year and that there was well over 6 billion dollars in damages. I can only imagine how much worse it could be without these brave individuals. Additionally, we highlighted the mental health component that the City Council funded in 2021. Thanks to Councilperson Ferris for attending to represent the City Council.
- **CRC Programming.** Provide better customer service is one thing that the electric department is interested in 2022. One facet is the training that is coming up later next month. Another is getting CRC involved. They provide services to electric utilities, including round-the-clock notice and customer support, and monitoring of security and other alarms. It currently serves over 500 members and associate members in 47 states, representing over 10 million consumers. We think that this will allow us to free-up staff time and eliminate the need to call 911 in case of any emergency situation. This is one complaint we have received from the County. For local customers, they will be certain to be able to talk to a live operator, we find that this often helps to calm situations down before they escalate. Their new contact is included in your packet for approval tonight.
- **Library renovation.** The precon for the library project was held last week. There is some deterioration of the facia and one of the vents from the men's restroom has separated adding urgency to moving this project forward. By tonight staff and Councilmembers should have been able to discuss the contract in more detail with ICS. Please let me know if there are any other questions on this issue. Their CM relationship to us should provide the need buffer and protections and they will be watching this project very steadily. Hopefully we can utilize the format as it was intended and complete this in early 2022.
- **CMPAS Updates.** Included in your packet is a lot of information from CMPAS. I attended their Strategic Planning sessions last week. It is clear that the industry is evolving rapidly and they need to move to match the services that the members require. I hope to have Mr. Anderson in to speak with the Council this spring. Please let me know if you have any questions, I will be discussing this in more detail during the meeting.
- **Chamber of Commerce Annual Meeting.** Last week I was able to attend the Chamber of Commerce meeting, they selected Hubbell House and Mr. Pappas as the Legacy Business of the Year. It was a great function and an opportunity to meet with our local businesspeople. Overall, they had a good year financially and it puts them in a place to deal with issues in 2022 with the Hwy 57 project. We will collaborate with them in order to make sure that everyone has a chance to get through it in the best way.

Planning session scheduling - We are looking at March 5th. Please add it to your calendar.

• **Meetings and Events Attended or Planned to attend**

| | |
|------------|----------------------------------------------------------------------------------|
| January 12 | City Council |
| January 13 | City Engineer SRTS review Tax abatement meeting with School Superintendent |
| January 14 | CMPAS Personnel Committee |
| January 15 | Firefighter's Annual Meeting |
| January 17 | ICS Library meeting |
| January 18 | MCMA Member Connect |
| January 19 | CMPAS |
| January 20 | CMPAS Strategic Planning Annual Meeting-Chamber of Commerce |
| January 21 | Byron Solar Task Force meeting |
| January 24 | EMS ICS Library Meeting |
| January 25 | Dodge County Commissioners Water Tower Pre-con |
| January 26 | City Council |

REVOLVING LOAN FUND PRE-APPLICATION
City of Kasson
Economic Development Authority

In accordance with Revolving Loan Fund Guidelines and Policies section RLF-IV. A., the following form must be submitted for review by the EDA Loan Review Committee.

1. General information:

Contact Person: Scott Strub + Molly Strub
Telephone #: 507-319-0267 Fax #: —
Business Name: Chester Good Brewing Company LLC
Business Address: 601 3rd Ave NW
Telephone #: 507-319-0267 Fax #: —
Business Form: Corporation Partnership Sole Proprietorship LLC
State of Incorporation or Organization: MN
Years in Operation: 1 Years in Operation in Kasson: 1

2. Brief description of the business:

small Micro Brewery focusing on locally designed Beer styles.

3. Description of proposed project:

Purchase and renovate the existing self serve car wash into a larger Brewery with a tap room to serve local residents.

4. Statement of necessity for the use of RLF assistance for the project:

to fill the gap between what the bank will finance and what we can supply as a down payment.

5. Project completion schedule:

Estimated project start date: 3/15/22 Estimated project completion date: June '22

If the project is not expected to be completed within one year, what percentage of the project is estimated to be completed within one year of loan approval? _____% w/A

6. Proposed Project Site

Address: 202 2nd ST SW Kasson MN
 Applicant: Owns Rents the business property
 Owners name: _____
 Owners Address: _____
 Terms of Lease: _____ (Attach copy of lease)

7. Estimated Costs, Sources, and Use of Funds

| | | SOURCE OF FUNDS | | | | |
|--------------|---------------------------|-----------------|------------|-----------|-------|------------|
| | | RLF | Bank | Equity | Other | TOTAL |
| USE OF FUNDS | Land Acquisition | \$ 50,000 | \$ 175,000 | \$ 25,000 | \$ | \$ 250,000 |
| | Building Acquisition | \$ | \$ | \$ | \$ | \$ |
| | New Construction | \$ | \$ | \$ | \$ | \$ |
| | Building Renovation | \$ | \$ | \$ | \$ | \$ |
| | Site Improvements | \$ | \$ | \$ | \$ | \$ |
| | Machinery/Equipment | \$ | \$ | \$ | \$ | \$ |
| | Working Capital/Inventory | \$ | \$ | \$ | \$ | \$ |
| | Other: | \$ | \$ | \$ | \$ | \$ |
| | Other: | \$ | \$ | \$ | \$ | \$ |
| TOTAL | | \$ 50,000 | \$ 175,000 | \$ 25,000 | \$ | \$ 250,000 |

8. Current and Projected Employment

| Type of Employment | Wage Rate | Existing Jobs | | Employment Projections | | | |
|-------------------------|-----------|---------------|-----------|------------------------|-----------|-------------|-----------|
| | | Full Time | Part Time | First Year | | Second Year | |
| | | | | Full Time | Part Time | Full Time | Part Time |
| Professional/Management | \$ 35 | | | 1 | | 1 | 1 |
| Skilled/Technical | \$ | | | | | | |
| Semi-Skilled/Unskilled | \$ 17 | | | 1 | 2 | 1 | 4 |
| TOTAL | | | | 2 | 2 | 2 | 5 |

9. Signature

I declare that any statement or information provided herein is true and complete in substance and in fact. Also, I authorize this information to be released to the appropriate agencies that may be able to assist in this request.

Name of Applicant: Scott Stroh Title: Owner
 Signature: [Signature] Date: 1/25/22



TREE
CITY
USA

CITY OF
KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

MEMO

To: Economic Development Authority Board

From: Nicholas Ouellette

Date: February 26, 2021

Re: 2021 EDA Priorities

The following are priorities for the EDA to address in 2021:

- Increasing the EDA's profile in the community.
 - Attend Chamber of Commerce meeting, promote EDA programs and priorities.
 - Business visits.
 - Revamped EDA webpage on new City of Kasson website.
 - Submit articles on Kasson for the CEDA Newsletter.
- Hindermann Concrete Lot.
 - Tour Hindermann Concrete property.
 - Do the owners have plans for property?
 - Explore options for the EDA to purchase the property.
 - Explore opportunities to clean and redevelop the property.
- 2022 Highway 57 Reconstruction.
 - Reach out to Chamber of Commerce to discuss possible impact on local businesses and programs to assist businesses through the reconstruction.
 - Opportunity to engage in Main Street façade improvement program.
 - Potential assistance program: Short-Term business Interruption Loan Program.
 - Reach out to other communities that have recent experience with major construction projects impacting their businesses.
- Community Foundation.
 - Reach out to SMIF to understand what assistance they could provide with the restart of a community foundation.
 - Explore programs to support the community foundation.
 - Provide staff support to restart the community foundation.

| STEP # | ACTION STEP | Responsible Entity | PRIORITY/TIMING | COST | FUNDING | INDICATOR |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------|-------------|-------------------------------------------------|---------------------------------------------------------|
| 4.3 | Prepare a downtown master plan that addresses zoning, redevelopment, housing, parking, and transportation. | EDA, Chamber, P&Z, Local Businesses | Near | \$\$ | Fed/State and Foundation Grant, General Fund | Completed Plan |
| 4.4 | Prepare a masterplan to understand the potential for the business park district character concepts, their feasibility, infrastructure needs, and marketability. | EDA, Chamber, P&Z | Near | \$\$ | Fed/State and Philanthropic Grant, General Fund | Completed Plan |
| 5.1 | Set up meetings with Chamber of Commerce and large employers to enhance communication and provide a forum to discuss retention and expansion opportunities. | EDA | Immediate | \$ | N/A | # of meetings/year, # of business in Chamber |
| 5.2 | Improve community way finding signage to maximize exposure to the high volume of traffic on Highway 14 and Highway 57. This should include directional signage within the Community for places of interest. | EDA, Parks | Near | \$\$-\$\$\$ | State Grant, CIP, Foundation Grant, BID | Public sentiment, Growth in sales |
| 5.3 | Conduct or participate in a buy local campaign for community members and local businesses. | Chamber, EDA, Local Businesses | Near | \$ | Foundation Grant | Growth in sales |
| 5.4 | Provide a forum to align and connect community members strengths, skills, passions, and assets with the appropriate implementation strategy, project, or idea. | EDA, Community Volunteers | Near | \$ | N/A | Number of participants or number of start up businesses |
| 5.5 | Evolve from the community vision a community wide 'brand.' | Chamber, EDA, Volunteers | Near | \$\$-\$\$ | General Fund, Philanthropy | N/A |
| 5.6 | Track Kasson's performance/grading and work to improve it for the benefit of existing businesses and as an economic development marketing strategy. | Chamber, EDA, Public Works | Ongoing | & | N/A | Grades by organization/performance |

| STEP # | ACTION STEP | Responsible Entity | PRIORITY/TIMING | COST | FUNDING | INDICATOR |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------|-------------|-----------------------------------------|--------------------------------------|
| 5.8 | Create a green residential remodeling assistance/financing program to assist homeowners in adding space or making renovations to their existing homes. | EDA, Banks, Builders, Utility Companies | Near | \$ | General Fund | # of home improvements financed |
| 5.9 | Create and implement a home improvement loan program to assist residents with emergency and non-emergency home repairs and improvements. | EDA, Banks, Builders | Near | \$ | General Fund | # of loans |
| 6.6 | Seek out partnerships and explore opportunities for farmers markets and community garden sites in Kasson. | EDA, Chamber, Civic Volunteer Groups | Ongoing | \$ | N/A | # of vendors, # of community gardens |
| 7.2 | Develop a way finding master plan that provides key guidance on the types of way finding, geographic location of signs, a preferred design theme, and funding resources. | EDA, Parks | Near | \$\$-\$\$\$ | State Grant, CIP, Foundation Grant, BID | Public sentiment, Growth in sales |