

**Wednesday, July 13, 2016**

**DEVELOPMENT AUTHORITY COMMITTEE MEETING MINUTES**

4:00 PM Washburn Library - Basement

Committee Members: Rick Geisen, Richard Avol, Taylor Pearson, Robert Arquette.

Excused: Peter Bremner, Nathan Engstrom, Jon Wheeler

Municipal Personnel: City Administrator Scott J. Kluver, Assistant City Administrator Dan Stoltman

**Call to Order** – The meeting was called to order at 4:05 p.m. Chair Geisen.

**Approval of Meeting Minutes – May 4, 2016** – A motion was made by Avol to approve the minutes from May 4, 2016, second by Arquette. Motion carried unanimously.

**Discussion and Recommendation on City Property “For Sale” List** – City Administrator Kluver discussed the proposed changes to the for sale list. Kluver discussed property #20 can be removed. Properties #43 through #48 need to be recolored to green as they are now city owned with the intention of taxable development. Add parcel to property #8. Add new parcel to the list near the Steak Pit as “for sale”. Consider changing properties #23, 27, and 30 to “for sale” to conform to the proposed Omaha Street Development Plan and any potential additional industrial development. No motion was needed.

**Discussion and Action on Review of Façade Loan Policies and Procedures** – A discussion took place on the façade loan policy. Administrator Kluver stated that if a project needs more funds than the program typically loans out, a proposal can be submitted and if approved, more funds can be loaned out. It was discussed the possibility of turning the loan program into a grant fund. Committee member Avol stated that he would prefer it not to become a grant fund. Committee member Pearson stated that if the loan for a particular project helps the city, then perhaps the remaining balance of that loan be forgiven after 10 years. Committee member Geisen asked if they could in fact turn the loan program into a grant fund. Administrator Kluver stated that it could be changed, but would need City Council approval. Geisen asked that City Council be asked if the program could be funded yearly so it could become a grant program. Kluver stated that if it were to become a grant program, that perhaps the criteria for the recipient be modified. Avol asked if the program could be open to homeowners on Main Street. Kluver stated that he didn't think that they couldn't open it up to homeowners. It was stated that a reminder of the loan program could go out with tax bills to those who would qualify for the program. No motion was made, but was stated to keep the topic on the agenda for the next meeting.

**Discussion and Action on Budget Request for Operations/Special Projects** – No discussion took place. A motion was made by Avol to request the same budget as last year of \$10,000, second by Arquette. Motion carried unanimously.

**Future Agenda Item Topics** – No topics were discussed.

**Adjourn** – A motion was made by Avol to adjourn at 5:00 pm, second by Pearson. Motion carried unanimously.

**Dan Stoltman**  
Assistant City Administrator