

***ANDOVER ECONOMIC DEVELOPMENT AUTHORITY MEETING–
SEPTEMBER 1, 2020 - MINUTES***

The Meeting of the Andover Economic Development Authority was called to order by President Julie Trude September 1, 2020, 6:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Present: Commissioners Sheri Bukkila, Jamie Barthel, Valerie Holthus, Ted Butler and Kari Kafer

Absent: Commissioner Greg Mueller

Also present: EDA Executive Director, Jim Dickinson
Community Development Director, Joe Janish

APPROVAL OF MINUTES

August 18, 2020, Regular Meeting: Correct as amended.

President Trude stated page 2, line 4 verses should be versus.

Motion by Barthel, Seconded by Butler, to approve the minutes as amended. Motion carried 5 ayes, 1 present (Bukkila) and 1 absent (Mueller).

August 18, 2020, Closed Meeting: Correct as written.

Motion by Barthel, Seconded by Butler, to approve the minutes as written. Motion carried 5 ayes, 1 present (Bukkila) and 1 absent (Mueller).

DISCUSS/CONSIDER APPROVAL ROUND 1 – SMALL BUSINESS GRANT PROGRAM

Mr. Dickinson reviewed the CARES Act grant program. The City received the funds from the State on July 6, 2020. The City can have discretion to determine what the funds can be used for and decided to put a significant amount of the funds toward a program to help small businesses within the City. The City has until November 15, 2020 to spend down the CARES funds, unspent funds would be returned to Anoka County after November 15, 2020. Anoka County would then have 15 days to spend the funds and any remainder would go back to the State.

Mr. Dickinson stated the program funding target is \$1.8 million, targeting local businesses and non-profits. Round 1 application deadline was August 17, 2020. The City received 29

applications from local businesses. Staff reviewed each application to determine if the business qualified and then validate with the business to assure they would be able to proof out those expenses meeting the criteria of the program. The 29 applications received requested a total of \$1,088,834. After the application review Staff is recommending grants to businesses totaling \$972,834.

Mr. Dickinson indicated Round 2 will kick off September 2nd with an application deadline of September 15th. That would allow for review and disbursement of funds October 6th and if there are funds remaining a Round 3 would take place.

Mr. Dickinson stated the majority of commonality with the applicants was for lease payments and payroll assistance. He indicated fund requests ranged from \$1,000 - \$100,000. There was a program cap of \$50,000.

President Trude thanked staff for all their hard work on this program.

Commissioner Kafer asked if a business applied in Round 1 can they apply for Round 2. Mr. Dickinson answered that is correct.

Mr. Dickinson indicated it will be identified for Round 2 businesses who did not apply for Round 1 would have priority over a business who did receive funds in Round 1.

Commissioner Bukkila asked about non-profits applying. Mr. Dickinson replied non-profits are eligible to apply for Round 2.

Motion by Bukkila, Seconded by Butler approving the small business grant application list. Motion carried unanimously.

Mr. Dickinson reviewed the process for Round 2. The application deadline is September 18, 2020.

Alyson Reidy Newquist, CEO of Unique Dining addressed the EDA. Ms. Newquist thanked the EDA for this program. The business is very grateful for the funds and the funds will allow the business to stay open through the winter.

President Trude thanked Ms. Newquist for coming in.

DISCUSS/CONSIDER ACQUISITION PROPERTY

Mr. Dickinson indicated staff had active negotiations with the property owner of 2556 138th Avenue. The negotiations resulted with a purchase agreement signed by the property owner.

Motion by Butler, Seconded by Holthus approving the purchase agreement for the acquisition of 2556 138th Avenue. Motion carried unanimously.

Mr. Dickinson reviewed the redevelopment area.

Mr. Dickinson indicated staff is in active negotiations with the property owner of 2513 Bunker Lake Boulevard. He believes they are within \$5,000 of closing the deal.

Motion by Kafer, Seconded by Barthel authorizing the Executive Director to exceed the previously approved purchasing price for 2513 Bunker Lake Boulevard buy up to \$5,000. Motion carried unanimously.

OTHER BUSINESS

There was none.

ADJOURNMENT

Motion by Butler, Seconded by Holthus to adjourn. Motion carried unanimously. The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Michelle Hartner, Recording Secretary