

**ANDOVER ECONOMIC DEVELOPMENT AUTHORITY MEETING–  
OCTOBER 6, 2020 - MINUTES**

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

Present: Commissioners Sheri Bukkila, Jamie Barthel (via Zoom), Ted Butler, Greg Mueller and Kari Kafer

Absent: Commissioner Valerie Holthus

Also present: EDA Executive Director, Jim Dickinson

***APPROVAL OF MINUTES***

*September 1, 2020, Regular Meeting:* Correct as presented.

***Motion*** by Bukkila, Seconded by Butler, to approve the minutes as presented. Motion carried 6 ayes, and 1 absent (Holthus).

***DISCUSS/CONSIDER APPROVAL ROUND 2 – 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 took place in August with 29 applications received. \$972,834 was distributed to qualifying businesses. Round 2 kicked off September 1<sup>st</sup>. Staff received 27 applications requesting \$925,850. Staff reviewed the applications and is requesting approval of funds for \$829,650 be distributed to qualifying businesses.

Commissioner Kafer asked for clarification on the amount requested versus the amount staff is asking for approval. Mr. Dickinson replied while verifying some amounts were lowered due to the “stacking” of grants with the County and other amounts requested on some applications could not be verified.

Commissioner Butler asked if any non-profits applied. Mr. Dickinson indicated no applications from non-profits were submitted.

**Motion** by Butler, Seconded by Mueller approving Round 2 of the small business grant application list. Motion carried unanimously.

Mr. Dickinson stated some restaurants have inquired about putting up tents with heaters for outdoor dining going into the cooler season. He continued the City does have guidelines in place for temporary structures such as tents. Mr. Dickinson stated you may see some restaurants limiting their hours to their busy times.

### ***DISCUSS/CONSIDER ACQUISITION PROPERTY***

Mr. Dickinson indicated the closing for the 4-plex located at 2556 138<sup>th</sup> Avenue will be completed before October 30, 2020. Transition management and following up on tenant leases will take place after closing.

Mr. Dickinson stated the EDA is requested to approve the purchase agreement for the twin home located at 2513 Bunker Lake Boulevard. The sellers have signed the purchase agreement and would like to close on the property before October 15, 2020.

**Motion** by Barthel, Seconded by Kafer approving the purchase agreement for the acquisition of 2513 Bunker Lake Boulevard. Motion carried unanimously.

Commissioner Bukkila asked what properties will be demolished. Mr. Dickinson replied 2557 Bunker Lake Boulevard and 2526 138<sup>th</sup> Avenue will hold Fire Department and Sheriff's Office training before being demolished.

Mr. Dickinson reviewed the redevelopment area.

### ***OTHER BUSINESS***

Mr. Dickinson updated the EDA on the housing developer interest for the Sonstebly property on 7<sup>th</sup> Avenue and Bunker Lake Boulevard. Staff has met with the developer.

President Trude asked about the city sign on Bunker Lake Boulevard that was hit by a car. Mr. Dickinson indicated Mr. Brezinka is in charge of risk management and is taking care of that incident.

### ***ADJOURNMENT***

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

Respectfully submitted,

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Michelle Hartner, Recording Secretary