

**MELROSE AREA DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, JUNE 11, 2020 – 6:00 A.M.**

Please join the MADA meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/206639981>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 206-639-981

If you have any technical difficulties, please contact Community and Economic Development Director Lisa Atkinson at 320-256-1969.

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Reports
 - a. Community Development Director Report
5. Action Items
6. Unfinished Business
 - a. Emergency Revolving Loan Fund Update
 - b. Multi-Family Update
 - c. COVID-19 Update
7. New Business
 - a. Review of Commercial Rehab Deferred Loan Program
 - b. BAT (Melrose Montessori) Commercial Deferred Loan Application
8. Informational Items
 - a. Next Meeting
9. Issues of MADA/COC Members and Staff
10. Adjournment

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
REGULAR MEETING
THURSDAY, JUNE 11, 2020 – 6:00 A.M.**

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Area Development Authority/Community Opportunities Committee (MADA/COC) met in a Regular Meeting on Thursday, June 11, 2020 at 6:00 a.m. via global GoTo (remote) Meeting pursuant to due notice being given thereof. Present were MADA Members Jerome Duevel, George Jensen, Julie Baum, Travis Frieler, Mayor Joe Finken, City Administrator Colleen Winter, and Community Planning/Economic Development Director Lisa Atkinson. MADA Member Bob Mayers was absent. There are no active COC members. Vice Chair George Jensen called the meeting to order.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Ms. Baum to approve the agenda as submitted. The motion was seconded by Mr. Finken with a roll call vote recorded as follows:

FOR: MADA Member: Baum, Finken, Frieler, Jensen, Duevel, and Winter

AGAINST: None

ABSENT: MADA Member Mayers

A.I. #3 APPROVAL OF MINUTES

A motion was made by Ms. Winter to approve the minutes from the MADA/COC's May 14, 2020 Regular Meeting as presented. The motion was seconded by Mr. Frieler with a roll call vote recorded as follows:

FOR: Commission Member: Winter, Frieler, Finken, Jensen, Duevel, and Baum

AGAINST: None

ABSENT: MADA Member Mayers

A.I. #4 REPORTS

- a. Community Development Director Atkinson provided an update on the Year to Date Building Permits. Ms. Atkinson stated that the Planning and Zoning Commission has held public hearings for a variance and easement vacation for Rahn's Oil and Propane, Thom/Hennen variance requests, and a modification to RV parking surface requirements.

A.I. #5 ACTION ITEMS

None

A.I. #6 UNFINISHED BUSINESS

- a. Director Atkinson noted that there have been 3 Emergency Revolving Loan Funds issued to businesses to help mitigate COVID-19 impacts, and one application has recently been received for consideration.
- b. Community Development Director Atkinson stated that staff has been working with the property owner on the Multi-Family project. An appraisal of the property was completed and staff met with the property owner and began the negotiation process. Staff is now waiting to hear back from the property owner.
- c. City Administrator Winter provided an update on Phase III of opening Minnesota.

A.I. #7 NEW BUSINESS

- a. Director Atkinson provided an overview of the Commercial Rehabilitation Deferred Loan Program.
- b. Director Atkinson stated that the Montessori program operating at St. Paul's Lutheran Church is adding an infant and toddler component and moving to the Dymoke Law Office building. (Dymoke Law Offices will be moving to the former Beacon Office building.) The proposed Montessori building will require quite a few updates and modifications to facilitate the new use. The property will be owned by a newly created entity, BAT Properties. The daycare and preschool program will be ran by a newly created entity, Melrose Montessori.

BAT Properties is requesting a \$5,000 Commercial Rehabilitation Deferred Loan as they are proposing more than \$10,000 in improvements related to façade and code improvements. This loan would be forgiven by 33 percent each year and fully forgiven after the business remains in operation at that location after 7 years. MADA has the discretion to fund or deny applications based on the visual impact of the proposed project. MADA makes the final decision for approval and authorization of a Deferred Payment Loan (DPL) Agreement that gets recorded at the Stearns County Recorder's Office.

A motion was made by Mr. Finken to approve the Commercial Rehabilitation Deferred Loan Application from BAT Properties. The motion was seconded by Mr. Frieler with a roll call vote recorded as follows:

FOR: Commission Member: Finken, Frieler, Jensen, Duevel, Baum, and Winter
AGAINST: None
ABSENT: MADA Member Mayers

A.I. #8 INFORMATIONAL ITEMS

- a. The next meeting is scheduled for Thursday, July 9, 2020 at 6:00 a.m.

A.I. #9 ISSUES OF MADA/COC MEMBERS AND STAFF

A.I. #10 ADJOURNMENT

A motion was made by Mr. Frieler to adjourn the meeting at 6:30 a.m. The motion was seconded by Ms. Winter with a roll call vote recorded as follows:

FOR: Commission Member: Frieler, Winter, Jensen, Duevel, Baum, and Finken

AGAINST: None

ABSENT: MADA Member Mayers

PATRICIA HAASE – CITY CLERK