



**Economic Development Authority – Meeting Agenda
February 4, 2025 – 4:45 P.M. – Foley City Hall**

1. Call the meeting to order.
2. Approve the agenda.
3. Approve the minutes of August 6, 2024.
4. Appointment of officers (2024 Listed):
 - President: Gondeck
 - Vice-President: Martinson
 - Treasurer: Brenny
 - Secretary/Assistant Treasurer – Sarah Brunn (only position which can be held by non-board member).
5. Discussion on Downtown Façade Program - Applications & Grant Amount Requested
 - 219 4th Avenue N – Install awning and paint front of building - \$5,000.00
 - 221 4th Avenue N – Install new windows and paint - \$4,745.13
6. Other City Updates
7. Other Business
8. Adjourn

Current EDA Members:

Jeremy Johnson, Jim Martinson, Deb Mathiowetz, Jeff Gondeck, Jonathan Brenny

CITY OF FOLEY
FOLEY, MINNESOTA
EDA MEETING – August 6, 2024

Members Present: Jeff Gondeck, Deb Mathiowetz, Jonathan Brenny, Jim Martinson, Jeremy Johnson, and Sarah Brunn

Members Absent: None

Gondeck called the meeting to order at 4:32 p.m.

Motion by Mathiowetz, seconded by Martinson, to approve agenda.

Motion carried, unanimous.

Motion by Brenny, seconded by Mathiowetz, to approve the minutes of July 9, 2024.

Motion carried, unanimous.

Discussion on Downtown Façade Improvement Program Applications

Sarah Brunn, City Administrator, gave an overview to the EDA. The remaining funds currently available in the program is \$13,728.36. The following applicants have requested funds: Dombrovski Meats – 211 Broadway Avenue and 431 Dewey Street (demolition of building and asbestos removal); Cross Center of Benton County- 150 4th Avenue N (door replacement, brick painting); Foley Country Floral (new windows and awning); The Insurance Shoppe (exterior paint, new shakes, wood trim, and signage). Discussion and questions followed.

Gondeck asked if demolition of a building qualifies for the program. Amanda Othoudt, Benton Economic Partnership, explained that the program guidelines allows for exterior building improvements that are publically visible. Ultimately, the intent of the policy is to improve the façade, but there is a provision to say that the EDA is the ultimate authority as to recommending how the funds are spent. The question is would the funds give the business owner the push needed to move forward with the project? The program has limited funds so that would need to be a consideration as you make decisions. Discussion and questions continued.

Motion by Johnson, seconded by Mathiowetz, to table the request from Dombrovski and ask for more detailed information to better understand the full scope of their project.

Gondeck asked if the project could be brought in front of the Planning Commission. Brunn explained that if their plan was to build a new building then it would involve the Planning Commission, but not for just the demolition. Mathiowetz expressed she'd like to invite them to speak about their plans to the Planning Commission.

Motion carried, unanimous.

Discussion and questions turned to the remaining three Facade Program applications and the possibility of requesting additional funds.

Motion by Johnson, seconded by Martinson, to approve the other three properties for their requested amounts – Cross Center, Foley Country Floral, and The Insurance Shoppe.

Motion carried, unanimous.

Motion by Johnson, seconded by Brenny, that due to the overwhelming success of the Façade Improvement program that EDA will request that the City Council dig deep in the budget to replenish the program's funds.

Motion carried, unanimous.

The next EDA meeting date is yet to be determined.

Motion by Mathiowetz, seconded by Johnson, to adjourn.

Motion carried, unanimous.

Meeting adjourned 5:05 p.m.

_____ Sarah A. Brunn, City Administrator

(Minutes By: Sara Judson Brown, Administrative Assistant)

**Downtown Façade Improvement
Program Grant Application**

A BID FROM A CONTRACTOR MUST BE SUBMITTED WITH THIS APPLICATION.

APPLICANT INFORMATION

NAME OF APPLICANT(S)

Leo & Jessica Schmitz

BUILDING OWNER	TENANT
Schmitz Holdings (Leo & Jessica)	Foleyfit Enterprises
ADDRESS 221 4th Ave N	ADDRESS 219 4th Ave N
CITY, STATE, ZIP Foley, MN 56329	CITY, STATE, ZIP Foley, MN SAME
PHONE 320-360-1197	PHONE SAME
EMAIL leo@JLSchmitzInc.com	EMAIL SAME

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS Schmitz Holdings LLC

ADDRESS 221 4th Ave N - P.O. Box 756

CITY, STATE, ZIP Foley, MN 56329

BUSINESS PHONE 763-486-5272

FEDERAL TAX ID# 85-1975032 DATE ESTABLISHED 11/2026

OWNERSHIP INTEREST OF ALL PARTIES NAMED ON TITLE:

NAME Leo Schmitz Jr. INTEREST 50%

NAME Jessica Schmitz INTEREST 50%

NAME _____ INTEREST _____

PROPERTY INFORMATION

WHAT YEAR WAS THE BUILDING ORIGINALLY BUILT 1880 ?

HAS THIS BUILDING BEEN HISTORICALLY REGISTERED? Unknown

PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT:

Install Awnings Paint Front of Building

ESTIMATED PROJECT COSTS

EXTERIOR/FAÇADE Front

ESTIMATED COST 11,976.¹⁰

TOTAL ESTIMATED COST 11,976.¹⁰

FUNDING INFORMATION

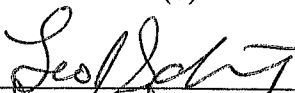
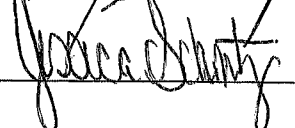
A 1:1 match is required by the applicant. For every dollar contributed to funding eligible project costs by the Downtown Facade Improvement Program, the applicant must contribute at least one dollar. The amount of grant to be awarded shall be up to \$5,000 according to the scale.

TOTAL GRANT AMOUNT REQUESTED \$ 5,000⁰⁰ (Up to \$5,000 according to

the scale) APPLICANT FUNDS \$ _____

I/We declare that the information provided on this application and the accompanying attachments is true and complete to the best of my/our knowledge. I/We understand that any intentional misstatements will be grounds for disqualification and that the city of Foley/ EDA has the right to verify this information. I/We agree to provide the project coordinator reasonable access to information and reasonable access to the construction project site so that they may monitor project implementation.

APPLICANT(S)

DATE 1-6-25

DATE 1/6/2025

DATE _____

A BID FROM A CONTRACTOR MUST BE SUBMITTED WITH THIS APPLICATION.



S.B. Restoration Services

S.B. Restoration Services, Inc.
533 Julep Road
Waite Park, MN 56387
320-255-0076

Client: Schmitz Holdings LLC
Property: 221 4th Ave N
Foley, MN 56329

Snap Building

Operator: JEFF

Estimator: Jeff Schneider
Position: Project Manager
Business: 533 Julep Road
Waite Park, MN 56387

Business: (320) 255-0076
E-mail: jeff@sbrestoration.com

Type of Estimate: Commercial Remodel
Date Entered: 11/1/2024

Date Assigned:

Price List: MNSC8X_OCT24
Labor Efficiency: Restoration/Service/Remodel
Estimate: SCHMITZ_HOLDINGS



S.B. Restoration Services

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533 Julep Road
Waite Park, MN 56387
320-255-0076

SCHMITZ_HOLDINGS

Store Front Awnings

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
1. R&R Door sweep	1.00 EA	9.56	32.72	1.03	8.66	51.97
2. Door Installer/Finish Carpenter - per hour	1.00 HR	0.00	91.54	0.00	18.30	109.84
Trip charge for door sweep install						
3. Exterior - seal or prime and prep for paint	336.00 SF	0.00	0.72	3.72	49.12	294.76
4. Exterior - paint two coats	336.00 SF	0.00	1.28	10.66	88.16	528.90
5. Caulking - silicone	48.00 LF	0.00	2.74	1.17	26.54	159.23
Re-caulk as needed around windows and door.						
6. AWNINGS & PATIO COVERS	1.00 EA	0.00	2,100.00	0.00	420.00	2,520.00
Allowance for main door Awning material						
7. AWNINGS & PATIO COVERS	2.00 EA	0.00	900.00	0.00	360.00	2,160.00
Allowance for window awnings (\$900 each)						
8. Awning & Patio Cover Installer - per hour	24.00 HR	0.00	137.53	0.00	660.14	3,960.86
Labor to install 3 awnings						
9. ELECTRICAL	1.00 EA	0.00	1,200.00	36.29	247.26	1,483.55
Electrical allowance to re-wire and install lighting under main awning.						
10. Permits & Fees (Agreed Price)	1.00 EA	0.00	500.00	0.00	100.00	600.00
Allowance for building permit fees.						
11. Haul debris - per pickup truck load - including dump fees	0.50 EA	178.30	0.00	0.00	17.84	106.99
Totals: Store Front Awnings				52.87	1,996.02	11,976.10
Line Item Totals: SCHMITZ_HOLDINGS				52.87	1,996.02	11,976.10



S.B. Restoration Services

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533 Julep Road
Waite Park, MN 56387
320-255-0076

Summary

Line Item Total	9,927.21
Matl Sales Tax Reimb	52.87
Subtotal	9,980.08
Overhead	998.01
Profit	998.01
Replacement Cost Value	\$11,976.10
Net Claim	\$11,976.10

Jeff Schneider
Project Manager



S.B. Restoration Services

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Recap by Category

O&P Items	Total	%
AWNINGS & PATIO COVERS	7,200.72	60.13%
GENERAL DEMOLITION	98.71	0.82%
DOORS	91.54	0.76%
ELECTRICAL	1,200.00	10.02%
PERMITS AND FEES	500.00	4.17%
FINISH HARDWARE	32.72	0.27%
MOISTURE PROTECTION	131.52	1.10%
PAINTING	672.00	5.61%
O&P Items Subtotal	9,927.21	82.89%
Matl Sales Tax Reimb	52.87	0.44%
Overhead	998.01	8.33%
Profit	998.01	8.33%
Total	11,976.10	100.00%

**Downtown Façade Improvement
Program Grant Application**

A BID FROM A CONTRACTOR MUST BE SUBMITTED WITH THIS APPLICATION.

APPLICANT INFORMATION

NAME OF APPLICANT(S)

Leo & Jessica Schmitz

BUILDING OWNER <u>Schmitz Holdings (Leo & Jessica)</u>	TENANT <u>Molacek Eye Care</u>
ADDRESS <u>221 4th Ave N</u>	ADDRESS <u>SAME</u>
CITY, STATE, ZIP <u>Foley, MN 56329</u>	CITY, STATE, ZIP <u>SAMP</u>
PHONE <u>320-360-1197</u>	PHONE <u>SAME</u>
EMAIL <u>leo@JLSchmitzInc.com</u>	EMAIL <u>SAME</u>

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS Schmitz Holdings LLC

ADDRESS 221 4th Ave N - P.O. Box 786

CITY, STATE, ZIP Foley, MN 56329

BUSINESS PHONE 763-486-5272

FEDERAL TAX ID# 85-1975032 DATE ESTABLISHED 11/2020

OWNERSHIP INTEREST OF ALL PARTIES NAMED ON TITLE:

NAME Leo Schmitz Jr. INTEREST 50%

NAME Jessica Schmitz INTEREST 50%

NAME _____ INTEREST _____

PROPERTY INFORMATION

WHAT YEAR WAS THE BUILDING ORIGINALLY BUILT 1880 ?

HAS THIS BUILDING BEEN HISTORICALLY REGISTERED? Unknown

PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT:

New Windows . Paint

ESTIMATED PROJECT COSTS

EXTERIOR/FAÇADE Front ESTIMATED COST 9,490.²⁶

TOTAL ESTIMATED COST \$1 9,490.²⁶

FUNDING INFORMATION

A 1:1 match is required by the applicant. For every dollar contributed to funding eligible project costs by the Downtown Facade Improvement Program, the applicant must contribute at least one dollar. The amount of grant to be awarded shall be up to \$5,000 according to the scale.

→ \$4,745.13 IS max allowed per policy JB

TOTAL GRANT AMOUNT REQUESTED \$ 5,000 (Up to \$5,000 according to

the scale) APPLICANT FUNDS \$ _____

I/We declare that the information provided on this application and the accompanying attachments is true and complete to the best of my/our knowledge. I/We understand that any intentional misstatements will be grounds for disqualification and that the city of Foley/ EDA has the right to verify this information. I/We agree to provide the project coordinator reasonable access to information and reasonable access to the construction project site so that they may monitor project implementation.

APPLICANT(S)

Lesof Schatz
Jana Schatz

DATE 1-6-25

DATE 11/6/2025

DATE _____

A BID FROM A CONTRACTOR MUST BE SUBMITTED WITH THIS APPLICATION.



S.B. Restoration Services

S.B. Restoration Services, Inc.
533 Julep Road
Waite Park, MN 56387
320-255-0076

Molacek Eye care

Client: Schmitz Holdings LLC
Property: 221 4th Ave N
Foley, MN 56329

Operator: JEFF

Estimator: Jeff Schneider
Position: Project Manager
Business: 533 Julep Road
Waite Park, MN 56387

Business: (320) 255-0076
E-mail: jeff@sbrestitution.com

Type of Estimate: Commercial Remodel
Date Entered: 12/27/2024

Date Assigned:

Price List: MNSC8X_OCT24
Labor Efficiency: Restoration/Service/Remodel
Estimate: SCHMITZ_HOLDING_WDWS



S.B. Restoration Services

S.B. Restoration Services, Inc.
533 Julep Road
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320-255-0076

SCHMITZ_HOLDING_WDWS

MOLACEK WINDOWS

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
1. R&R Vinyl window, horizontal sliding, 33-40 sf	2.00 EA	49.58	1,094.97	142.11	486.24	2,917.45
Richlin Vinyl sliding glass windows, Bronze exterior, White interior						
2. R&R Vinyl window, horizontal sliding, 33-40 sf	2.00 EA	49.58	929.97	117.77	415.38	2,492.25
3. Wrap wood window frame & trim with aluminum sheet - Large	4.00 EA	0.00	399.40	24.45	324.42	1,946.47
4. Trim board - 1" x 8" - installed (pine)	88.00 LF	0.00	8.46	38.42	156.58	939.48
Jamb						
5. Casing - 3 1/4" stain grade	95.00 LF	0.00	4.35	21.65	87.00	521.90
6. Stain & finish trim	183.00 LF	0.00	1.66	3.51	61.46	368.75
7. Taxes, insurance, permits & fees (Bid Item)	1.00 EA	0.00	75.00	0.00	15.00	90.00
Estimated permit fee						
8. Haul debris - per pickup truck load - including dump fees	1.00 EA	178.30	0.00	0.00	35.66	213.96
Totals: MOLACEK WINDOWS				347.91	1,581.74	9,490.26
Line Item Totals: SCHMITZ_HOLDING_WDWS				347.91	1,581.74	9,490.26



S.B. Restoration Services

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533 Julep Road
Waite Park, MN 56387
320-255-0076

Summary

Line Item Total	7,560.61
Matl Sales Tax Reimb	347.91
Subtotal	7,908.52
Overhead	790.87
Profit	790.87
Replacement Cost Value	\$9,490.26
Net Claim	\$9,490.26

Jeff Schneider
Project Manager



S.B. Restoration Services

S.B. Restoration Services, Inc.
533 Julep Road
Waite Park, MN 56387
320-255-0076

Recap by Category

O&P Items	Total	%
GENERAL DEMOLITION	376.62	3.97%
PERMITS AND FEES	75.00	0.79%
FINISH CARPENTRY / TRIMWORK	1,157.73	12.20%
PAINTING	303.78	3.20%
SIDING	1,597.60	16.83%
WINDOWS - VINYL	4,049.88	42.67%
O&P Items Subtotal	7,560.61	79.67%
Matl Sales Tax Reimb	347.91	3.67%
Overhead	790.87	8.33%
Profit	790.87	8.33%
Total	9,490.26	100.00%

City of Foley Downtown Facade Improvement Grant Program (Pilot)

Purpose

The Foley Downtown Facade Improvement Grant Program provides incentives to stimulate external, visible investment in Downtown businesses that will boost the vitality of Foley businesses and improve local economic conditions. Property owners and business owners are encouraged to consider improvements that incorporate the surrounding community including but not limited to aesthetics, environment, cultural and historic elements, and architecture. These improvements should create a cohesive, attractive environment with surrounding properties. The program provides a 1:1 matching grant for actual design and construction costs up to \$5,000 per property on a pay-for-performance basis. Qualifying projects will require design approval by the EDA and will be applied for by commercial property owners and/or business tenants (with property owner approval). Approvable projects include exterior building and landscape improvements visible from a public right-of-way.

Eligibility

Property must be within the Downtown Foley Corridor (map attached).

All work must be done on the property/building exterior and result in a publicly visible improvement, as determined by the EDA. Interior work is not eligible.

All work must be done in accordance with City of Foley ordinances and building codes. All required permits must be obtained. Work must include the correction of any known exterior building code violations.

Work already in progress or performed prior to project approval will not be eligible for funding.

Funds may be used for design of exterior building improvements, awnings, windows, doors (including front/back door accessibility) and/or site landscaping resulting in a publicly visible improvement and for actual construction costs related to an approved improvement. Other uses may also be eligible if prior approval is granted by the City of Foley Economic Development Authority. Signs are eligible for funding.

Ineligible properties include Tax delinquent, Special Assessment delinquent, property in litigation, property in condemnation or receivership, exclusively residential buildings, industrial zoned properties, new construction projects on previously undeveloped sites, and properties not in compliance with city, state, or federal regulations

Project Approval Guidelines

City staff will first review all applications for completeness and project feasibility. The City of Foley Economic Development Authority (EDA) is responsible for program oversight and grant approval. Grants will be approved based on the guidelines below:

1. Only fully completed applications will be reviewed.
2. Owners of multiple properties must submit separate applications for each project.
3. Business owners under a lease submitting applications must include written consent of

the property owner.

Preference will be given to projects which:

1. Positively contribute to downtown revitalization efforts.
2. Result that will result in visible improvement that would not otherwise be made.
3. Demonstrate a ratio of private to public investment greater than 1:1
4. Projects must be completed in a timely manner from the date of approval.
 - a. Project must be completed within 18 months.
 - b. Extensions of six months are granted on a case-by-case basis.
 - c. As indicated by the pay- for-performance model, funds will be distributed after the project's completion and reimbursement is requested by applicant.

Grant Disbursement

Awarded funds will be dispersed to the applicant upon submittal of the Downtown Facade Improvement Program Grant Agreement, submittal of receipts and/or invoices for supplies purchased and inspection which certifies the work completed is in accordance with the City of Foley Economic Development Authority approval, and other city ordinances, along with other applicable information that may be requested.

Property Owner Requirements

Upon the approval of submitted application, the Applicant enters a partnership which includes city staff and the City of Foley Economic Development Authority. City Staff will review plans depending on the scope of the project: Those required to review the plans and/or grant application will review design drawings, proposed work specifications, and the architectural materials.

Items required as a part of completing potential projects include:

1. Property owners' attendance at various meetings, reviews, etc. with representatives of either the City or EDA to expedite various stages of the project.
2. The applicant agrees with the city that, pursuant to the terms of the grant agreement, they will continue operations in the City for at least five years after the project is completed.

All work completed shall be the sole responsibility of the property owner. The City of Foley EDA administers the grant program herein and the City/EDA is not responsible for any work undertaken as a result of the grant. The owner hereby holds the City and EDA harmless for any and all liability commencing out of any work constructed and paid for the facade improvement grant herein. Further, this shall not be considered a waiver of liability limitations provided in Minnesota Statute § 466.

Procedural Guidelines:

The EDA is a governmental entity and as such must provide public access to the public data it receives. Data deemed by Applicant to be nonpublic data under State law should be so designated or marked by Applicant. See Minn. Stat. Sections 13.59, Subd. 1, respectively.

1. The applicant shall meet with city staff to obtain information about the grant program, discuss the project, and obtain application forms.
2. The applicant shall complete an application, drawings/renderings if applicable and supporting information and submit it to the city.
3. The applicant must provide evidence of their ability to meet the 50% match.
4. The city staff will review the application to determine if it conforms to all city policies and

ordinances and to consider the following:

- a. The availability of program dollars to fund the request.
- b. Whether the proposed project will result in conformance with building and zoning codes.
- c. Whether it is desirable and in the best interests of the public to provide funding for the project.

The EDA will evaluate the project application in terms of the following:

1. Project Design - Evaluation of project design will include review of proposed activities, timelines, and a capacity to implement the project.
2. Financial Feasibility - Availability of funds, private involvement, financial packaging, and cost effectiveness.
3. Appropriate ratio of private funds to grant funds.
4. Letter of Commitment from applicant pledging to complete the project during proposed project duration if the grant application is approved.
5. A recommendation from the Economic Development Authority will be forwarded to the City Council for approval, denial or request a resubmission.