



**Economic Development Authority – Meeting Agenda
June 4, 2024 – 4:30 P.M. – Foley City Hall**

1. Call the meeting to order.
2. Approve the agenda.
3. Approve the minutes of April 29, 2024.
4. Discussion on Downtown Façade Improvement Program Applications
 - Brian Thorsten – Thorsten Financial
 - Benton County Abstract
5. Other Business
6. Adjourn

Current EDA Members:

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

CITY OF FOLEY
FOLEY, MINNESOTA
EDA MEETING – April 29, 2024

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

Members Absent: Jeremy Johnson

Gondeck called the meeting to order at 4:02 p.m.

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

Motion carried, unanimous.

Motion by Martinson, seconded by Mathiowetz, to approve the minutes of July 12, 2022.

Motion carried, unanimous.

Appointment of Officers

Motion by Martinson, seconded by Mathiowetz, to nominate Gondeck for President.

Motion by Gondeck, seconded by Mathiowetz, to nominate Martinson for Vice President.

Motion by Mathiowetz, seconded by Gondeck, to nominate Brenny for Treasurer

Sarah Brunn will continue as Secretary/Assistant Treasurer

President: Jeff Gondeck

Vice-President: Jim Martinson

Treasurer: Jonathan Brenny

Secretary/Assistant Treasurer: Sarah Brunn

Motion carried to approve slate, unanimous.

Discussion on Downtown Façade Improvement Program

Brunn gave an overview of a proposed program to help revitalize the look of downtown. Several business owners have expressed interest. The program would award small matching grants to help improve the look of the front of businesses such as paint, windows, awnings, signs...etc... The current proposal is to award up to \$5,000 in matching funds with a \$20,000 cap in an expendable trust fund. Questions and discussion followed.

Amanda Othoudt, Benton Economic Partnership, added that the EDA would review the program policy and application details and then vote to decide if they wanted to recommend to the City Council. The council would then vote to approve the program. She also stressed that the grants would only be for exterior – not interior – improvements. Businesses that were renting space

could apply with property owner's approval. Grant money would be dispersed based on submitted invoices as proof the work was completed. The work would need to be completed before the funds would be released. The EDA would have the authority to approve applicants. The hope is the grants would incentivize businesses and encourage more investment.

Questions and discussion followed. The recommendation would be to start with a fund of \$20,000. Brunn expects that applications would come in right away. Brenny asked what other cities have for programs. Othoudt said other programs are very similar just with bigger caps. Jim Martinson asked about next steps. Brunn said if approved today the program will go in front of the council at the May 7 council meeting. More questions and discussion followed.

Motion by Martinson, seconded by Mathiowetz, to recommend the program to the City Council.

Motion carried, unanimous.

Update on City/County Projects

Othoudt gave an overview on Benton County's broadband project. They're working on phase two. The project is being funded by ARPA dollars with the goal of having every home and business in the county connected by fiber. The project is currently ahead of schedule and has a goal of being completed by fall or early next spring.

Othoudt also summarized the housing study that was completed in May 2023. The biggest challenge is the cost of infrastructure (labor and materials). Currently, 3,800 housing units are needed in the county. The city will need to find ways to incentivize developers. Questions and discussion followed.

Mathiowetz asked about attracting industry to the city. Othoudt said that retail and other businesses will typically come in after residents. Businesses will look at the size of a community. They need local employees.

Other Business

No other business.

The next EDA meeting date is yet to be determined.

Motion by Gondeck, seconded by Brenny, to adjourn.

Motion carried, unanimous.

Meeting adjourned 5:02 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)

BRIAN THORSTEN

BUILDING OWNER	TENANT
BRIAN THORSTEN, THORSTEN HOLDINGS	THORSTEN FINANCIAL SERVICES, INC.
ADDRESS	ADDRESS
210 4TH AVE N	210 4TH AVE N
CITY, STATE, ZIP	CITY, STATE, ZIP
FOLSY MD 56329	FOLSY MD 56329
PHONE	PHONE
320 293 9458	320 258 6190
EMAIL	EMAIL
BRIAN.THORSTEN@gmail.com	SAME

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS THORSTEN FINANCIAL SVC.

ADDRESS 210 4TH AVE N

CITY, STATE, ZIP FOLSY MD 56329

BUSINESS PHONE 320 258 6190

FEDERAL TAX ID# 35 - 2203940 DATE ESTABLISHED 2003

OWNERSHIP INTEREST OF ALL PARTIES NAMED ON TITLE:

NAME BRIAN THORSTEN INTEREST 100%

NAME _____ INTEREST _____

NAME _____ INTEREST _____

PROPERTY INFORMATION

WHAT YEAR WAS THE BUILDING ORIGINALLY BUILT 1920

HAS THIS BUILDING BEEN HISTORICALLY REGISTERED? NO

PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT:

ADDITION of METAL Canopy over each window (SEE SAMPLE of PICTURE ENCLOSED)
Black powder coated w/ TIE back RODS
ADDRESS AND Company NAMES in Vinyl Decals

ESTIMATED PROJECT COSTS

EXTERIOR/FAÇADE 9180

ESTIMATED COST 9180

TOTAL ESTIMATED COST \$ 9180




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 \$ 4590 (Up to \$5,000 according to the scale) APPLICANT FUNDS \$ 4590

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 5-9-21
DATE _____
DATE _____

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



PURCHASE AGREEMENT

G & J Awning and Canvas, Inc
 1802 13th Ave NE | Sauk Rapids, MN 56379
 Phone: 320-255-1733 | 800-467-1744
 Fax: 320-255-0130 | www.gjawning.com

Project Name Thorsten Financial Services

Date 05/09/24

CUSTOMER EMAIL: brian.thorsten@gmail.com

Billing Information			Site Information		
To	Brian Thorsten		To		
Company	Thorsten Financial Services		Company		
Address	210 4th Ave N		Address		
City	State	Zip	City	State	Zip
Foley	MN	56329		MN	
Phone	Fax		Phone	Fax	
(320) 258-6190			(320) 293-9458		

We hereby submit specifications and bid for: (brief description, style, size, shape etc.)

Three new Metal Canopy measuring 2"x8" tall perimeter, 6" tall returns, 30" projection, and widths of 2 at 49" and 1 at 133"
Includes metal canopy, tie-back rods - all powder coated.
Includes adhesive window graphics for both businesses - installed
Complete with installation

Frame Material	Finish and Color	Features (window, push poles etc.)
Aluminum	Powder Coated	GJMC

Type of Post	Finish and Color	# of Posts	Type of Bottom	# Pcs or Yds	PO #
Tie-back rods	Powder Coated		N/A		

Fabric Type & Width	Color # and Name	Special Notes	# of Yards	PO #
	N/A			

Type of Valance	Length	Scallop Style	Binding Color	Ft. of C-Rail
Loose <input type="checkbox"/>	None	-----	-----	
Solid <input type="checkbox"/>		none	none	none

Graphics "Description"	Graphic Type	Color # and Name	# of Yards	PO #
"210 Building" included - vinyl adhesive	<input type="checkbox"/> SGS GFX			
	<input checked="" type="checkbox"/> Adhesive GFX.			
	<input type="checkbox"/> Painted GFX			
	<input type="checkbox"/> Eradicated GFX			

Type of Light Fixtures	# of 8'	# of 6'	# of 4'	Other	We supply the fixtures and the bulbs.	PO #
None						

Shaded area for office use only

ACCEPTANCE OF BID

BID: We hereby propose to furnish material and labor to complete the work outlined above for the sum of:	
	Nine Thousand One Hundred Eighty and no cents dollars
\$ 9,180.00) Payment to be made as follows: 3% Processing Fee for Credit Card Payments (Visa, Mastercard & Discover)
\$	With this contract
\$ 4,590.00 at signing	On or Before (date)
\$ 4,590.00 after completion	On or Before (date)

Items Not Included
 * All Electrical work must be done by a licensed electrician. (Examples... disconnection, reconnection, timers, photo cells etc.)
 * Permit Fees, Lift equipment fees, inspection fees, Engineering fees and/or other required documents are not included in this contract.
 * Special Local Taxes are not included

G & J Awning and Canvas, Inc.		Acceptance of bid and terms. (See Reverse for terms)	
Date	Signed	Date	Signed
05/09/24	Jason Waytashek		
			Owner

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS WHITE COPY IS SIGNED AND RETURNED TO G & J AWNING & CANVAS, INC.

G & J AWNING & CANVAS TAKES PHOTOGRAPHS OF COMPLETED PROJECTS FOR MARKETING AND ADVERTISING USE. BY SIGNING YOU ARE AUTHORIZING G & J AWNING TO USE PROJECT IMAGES FOR MARKETING AND ADVERTISING PURPOSES.

G & J AWNING & CANVAS COMPLIES WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS

Downtown Façade Improvement Program Grant Application

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

APPLICANT INFORMATION

NAME OF APPLICANT(S)

Steffes Family Company LLC.

BUILDING OWNER	TENANT
Steffes Family Company LLC.	Benton County Abstract & Title Co.
ADDRESS 21 Courthouse Square	ADDRESS 411 Dewey Street
CITY, STATE, ZIP St Cloud, MN 56303	CITY, STATE, ZIP Foley, MN, 56329
PHONE 320-251-5920	PHONE 320-968-7278
EMAIL chriss@stearnscountyabstract.com	EMAIL Bct@bentontitle.com

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS Steffes Family Company LLC.

ADDRESS 21 Courthouse Square

CITY, STATE, ZIP St Cloud, MN 56303

BUSINESS PHONE 320-251-5920

FEDERAL TAX ID# 20-0045608 DATE ESTABLISHED 07/17/2003

OWNERSHIP INTEREST OF ALL PARTIES NAMED ON TITLE:

NAME Steffes Family Company LLC. INTEREST 100%

NAME _____ INTEREST _____

NAME _____ INTEREST _____

PROPERTY INFORMATION

WHAT YEAR WAS THE BUILDING ORIGINALLY BUILT 1940's ?

HAS THIS BUILDING BEEN HISTORICALLY REGISTERED? I don't believe so?

PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT:

We are going to be staining the brick along with with painting the shakes and window trim on the building. I'm still shopping around for a new sign for the outside of our building and wanted to check with The City of Foley to see if I'd be allowed to get some planters with flowers for the front of our building. We just completed our interior renovations and had the outdoor work planned for the end of May. Our goal was to have our project completed by Foley Fun Days. We wanted to excite the Foley community with a fresh updated building, especially since we've had many people following along with our indoor renovations. We have had many people stop in just to see what we have been up to and could see the updates from looking through the windows. We just learned of this program and were told to apply. Unfortunately, we have everything on the schedule and the painting will be started on Tuesday May 28th.

ESTIMATED PROJECT COSTS

EXTERIOR/FAÇADE	<u>1. Painting/Staining</u>	ESTIMATED COST	<u>1. \$1400.00</u>
	2. Sign		2. \$581.43
	3. Planters/Flowers		3. \$139.94
	4. Bench		4. \$339.00

TOTAL ESTIMATED COST \$2460.37

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 \$ _____ (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)

Steffes Family Company LLC.

DATE _____

Chris Steffes, President

DATE 05/23/2024

Chris Steffes

DATE _____

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

MINNESOTA DATA PRACTICES ACT—TENNESSEN WARNING

In accordance with the State of Minnesota Government Data Practices Act, the city of Foley is required to inform you of your rights as they pertain to the confidential information collected from you. Confidential data is that information which is not available to you or the public. The personal information we collect about you is private.

The information collected from you and from other agencies or individuals is used to determine the disposition of your application with the city.

The dissemination and use of the data collected is limited to that necessary for the administration and management of the Downtown Facade Improvement Program. Persons or agencies with whom this information may be shared, include:

1. City of Foley personnel administering the grant program
2. City Council members, Economic Development Authority members
3. Contracted private auditors
4. Law enforcement personnel
5. Those individuals or agencies to whom you give your express written permission

NOTICE PURSUANT TO MS.60A.955



BENTON COUNTY
Abstract & Title Co.

Created Date: 5/23/2024

DESCRIPTION: Store Front Sign

Bill To: Benton County Abstract & Title Co
411 Dewey Street
Foley, MN 56329
US

Pickup At: FASTSIGNS of St. Cloud
2911 Clearwater Road
St. Cloud, MN 56301
US

Requested By: Whitney Nelson
Email: whitneyhahn@hotmail.com
Work Phone: (320) 258-4302
Cell Phone: (320) 258-4302

Salesperson: Andy Lewis
Email: andy.lewis@fastsigns.com
Cell Phone: 3209820472

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Max Metal 3mm w/ IJ Vinyl Graphics applied - SINGLE Sided	1	\$555.11	\$555.11

Subtotal:	\$555.11
Taxes:	\$26.32
Grand Total:	\$581.43

This FASTSIGNS location is independently owned and operated.

Estimates are valid for 30 calendar days from the date stated at the top of the estimate sheet. Proofing will begin after receipt of signed estimate and the required down payment is received (100% payment on orders under \$500 and 50% payment on orders over \$500).

If you have established Net 30 terms, the deposit will not apply. To apply for Net 30 terms, please contact your sales representative to get started. Payment on your first order will still require down payment while your request for terms is being processed.

Turnaround times will be stated up front by your sales representative. Turnaround times listed are only for estimating purposes and are not a guarantee of delivery or installation date for any project. Due dates are dependent on final proof approvals.

If you have any questions, please contact us.

Our team is looking forward to the opportunity to serve you!

REFUND & CANCELLATION POLICY:

If a project is canceled or postponed, setup fees in the amount of 10% of the invoice subtotal or \$100 minimum invoice, whichever is greater, are non-refundable as it is applied to costs immediately incurred in initiating services. Designs rendered by FASTSIGNS are property of FASTSIGNS and are subject to copyright law.

Signature: _____ **Date:** _____

DESCRIPTION	AMOUNT
TOTAL	\$1,400.00

Make all checks payable to HOFFMAN PAINTING

THANK YOU FOR YOUR BUSINESS!



Tierra Verde

20 in. x 21 in. Slate Rubber Florencia Floor Planters with Water Reservoir

\$139.94
(\$69.97/item)

Model #MT5100591

Pickup at **St Cloud** Delivering to **56387**

− 2 +

Pickup Today 8 in stock FREE	Delivery Saturday, May 25 42 available FREE
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Get it as soon as tomorrow. Schedule your delivery in checkout.

[Save for Later](#) [Save to List](#) [Remove](#)



POLYWOOD

Vineyard 48 in. 2-Person Black Plastic Outdoor Bench

\$339.00

Frame Finish: **Black**

Your Order

Subtotal **\$478.94**
Pickup **FREE**
Sales Tax (determined in later step) ---

Total \$478.94

Have a Promo Code?

Checkout

Or

PayPal Checkout

Easy In-Store and Online Returns
Read Our [Return Policy](#)

Get Up to \$100 Off