CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, EDA President Grant called to order the Economic Development Authority meeting at 6:30 p.m.

Present: EDA President David Grant; EDA Commissioners Brenda Holden, Fran Holmes, Steve Scott, and Dave McClung (arrived at 6:33 pm)

Absent: None

Also present: EDA Secretary Dave Perrault; Finance Director Gayle Bauman; City Planner Matthew Bachler; and City Clerk Julie Hanson

1. APPROVAL OF AGENDA

MOTION: EDA Commissioner Holden moved and EDA Commissioner Holmes seconded a motion to approve the meeting agenda as presented. The motion carried unanimously (4-0).

2. APPROVAL OF MINUTES

A. July 24, 2017 EDA

MOTION: EDA Commissioner Holden moved and EDA Commissioner Holmes seconded a motion to approve the July 24, 2017, Economic Development Authority Meeting Minutes as presented. The motion carried unanimously (4-0).

3. NEW BUSINESS

A. EDA Budget Calendar
Finance Director Bauman presented the 2019 EDA budget calendar.

Commissioner Holden asked about the status of Cottage Villas TIF certification.

Secretary Perrault and Finance Director Bauman stated that they would check on this.

Secretary Perrault noted that Ehlers would be providing an updated report regarding TIF in the future.

MOTION: EDA Commissioner Holden moved and EDA Commissioner Holmes seconded a motion to accept the EDA budget calendar. The motion carried unanimously (5-0).

B. EDC Work Plan Update

City Planner Bachler directed the EDA to his memo that outlined the EDC’s accomplishments of 2017. He stated for 2018, the EDC would be focusing on improving communications with the business community and assisting as necessary with planning for the annual State of the City event.

City Planner Bachler stated that the EDC would like to hold a networking event for local businesses and possibly partner with neighboring communities that have economic development functions within their city. He said that the EDC would also work with the Communications Coordinator to develop articles for the newsletter that relate to the business community. He stated the EDC and Communications Coordinator had developed a brochure to be provided to businesses, welcoming them to the community.

City Planner Bachler indicated that the EDC also would focus on the Business Retention and Expansion program and visit approximately fifteen (15) businesses in the Red Fox/Grey Fox business area.

City Planner Bachler stated that the EDC would also discuss the annual State of the City planning at its next meeting in May.

President Grant suggested using the Tavern Grill once again for the State of the City event and wondered what the costs were for the event last year.

City Planner Bachler stated that the Tavern Grill charged less than Flaherty’s did when the event was held there. He also indicated that Land O’ Lakes had reached out to offer their new facility for a future State of the City event, once construction is complete.

Commissioner McClung pointed out that this year would not be ideal as road construction in that area was ongoing.

Commissioner Holden asked for clarification as to which fifteen (15) businesses the EDC would meet with and suggested contacting Roberts Management.
City Planner Bachler stated the EDC would target manufacturing and office businesses and not retail. He stated that the EDC could reach out to Roberts Management as well as they are a large landowner.

Commissioner Holmes asked what the approach for the business meetings would be and if that approach would differ based on the size of the company (large versus small).

City Planner Bachler stated that the St. Paul Chamber of Commerce had developed a survey that was then scaled down slightly but was still in use by City staff and the EDC. He indicated that the main purpose was to thank businesses for operating in the city, let them know City staff is here to assist them, and obtain general feedback as to how operations are going. Another reason for the visit was to find out if the business had plans to expand and if so, would they have adequate space on site or would they be looking to relocate, so that the City could reach out and facilitate an option for adequate space elsewhere in the city.

4. EDA MEMBER COMMENTS

President Grant asked about the status of the new Marriott Springhill Suites hotel.

City Planner Bachler indicated that Building Official Scherbel said he expected construction plans to be submitted any day.

President Grant indicated that Brausen Shell was planning to expand or reconfigure their current space. He acknowledged that this is a private property owner project but asked that staff contact Mr. Brausen to provide the name of the vendor that the City was working with for the waterline loop so that he may make his own determination regarding a contractor for his remodeling project.

5. ADJOURN

MOTION: EDA President Grant moved and EDA Commissioner McClung seconded a motion to adjourn the Economic Development Authority meeting. The motion carried unanimously (5-0).

EDA President Grant adjourned the Economic Development Authority meeting at 6:50 p.m.

Julie Hanson  
City Clerk

David Grant  
EDA President