



NOTICE OF AGENDA

CITY OF FOREST LAKE
ECONOMIC DEVELOPMENT AUTHORITY
MEETING

City Center
December 10, 2018 5:30 PM

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Approve the Agenda – Action
- 5) Approve minutes from October 8, 2018
- 6) Approve minutes from November 26, 2018
- 7) Motion to Close Meeting Pursuant to Minn. Stat. 13D.05, Subd. 3 (c)(3): Real Estate.
Consideration of the development of a possible offer for the McCollough Property (PID 20.032.21.21.0001) (*materials to be provided under separate cover*)
- 8) Motion to re-open the meeting
- 9) Other
 - a. Washington County Updates: Chris Eng
- 10) Adjourn

EDA MISSION STATEMENT

Assist and support the economic climate of the City of Forest Lake through programming and communication to achieve the greatest outcome for its citizens and businesses by:

- Marketing the City and its assets
- Supporting existing businesses
- Supporting new businesses
- Creating partnerships
- Providing a vision for the future of commercial areas



Economic Development Authority

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Bailey Fencil

Monday, October 8, 2018

5:30 PM

Forest Lake City Hall

1. Call to Order

Attendee Name	Title	Status	Arrived
Ben Winnick	President	Present	
Blake Roberts	Vice President	Present	
Judy Huntosh	Treasurer	Absent	
Sam Husnik	Assistant Treasurer	Absent	
Mark Finnemann	Member	Present	
Jennifer Lorge	Member	Absent	
Joshua Archer	Member	Present	

2. Roll Call

3. Pledge of Allegiance

4. Approve the Agenda – Action

- 1. **Motion To:** Approve the agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Finnemann, Member
SECONDER:	Joshua Archer, Member
AYES:	Ben Winnick, Blake Roberts, Mark Finnemann, Joshua Archer
ABSENT:	Judy Huntosh, Sam Husnik, Jennifer Lorge

5. Approve minutes from September 24, 2018

- 1. **Motion To:** Approve minutes from September 24, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Finnemann, Member
SECONDER:	Blake Roberts, Vice President
AYES:	Ben Winnick, Blake Roberts, Mark Finnemann, Joshua Archer
ABSENT:	Judy Huntosh, Sam Husnik, Jennifer Lorge

6. Washington County CDA Grant Application

Interim City Administrator Dan Udem presented the formal resolution to move the grant application from the Washington County CDA forward. A \$9800 grant is the ask for the total cost of the project and an additional \$1900 would be the EDA's contribution.

- Motion To:** Move forward with the grant application and approve resolution 10-08-18-01

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Blake Roberts, Vice President
SECONDER:	Joshua Archer, Member
AYES:	Ben Winnick, Blake Roberts, Mark Finnemann, Joshua Archer
ABSENT:	Judy Huntosh, Sam Husnik, Jennifer Lorge

7. Land Appraisal Bids (Verbal Update to be provided at Meeting)

Interim City Administrator Dan Udem notified EDA members that he had reached out to a land appraiser and inquired about the process and explain the possibility of the grant approval. Dan will continue working with the appraiser and keep the EDA notified and things continue to move forward.

8. Expansion of Downtown Business Incentive Program

Interim City Administrator Dan Udem provided an update on the Downtown Business Incentive Program as there has been one application submitted.

EDA members agreed it would be beneficial to open the program up to the B-1 zoning district as well and possibly add on to that. Staff will begin to investigate the possibilities.

9. Other

- Washington County Updates: Chris Eng**

10. Adjourn

Adjourned at 6:14 PM

- Motion To:** Adjorun

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joshua Archer, Member
SECONDER:	Mark Finnemann, Member
AYES:	Ben Winnick, Blake Roberts, Mark Finnemann, Joshua Archer
ABSENT:	Judy Huntosh, Sam Husnik, Jennifer Lorge



Economic Development Authority

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
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Bailey Fencil

Monday, November 26, 2018

5:30 PM

Forest Lake City Center

1. Call to Order

Attendee Name	Title	Status	Arrived
Ben Winnick	President	Present	
Blake Roberts	Vice President	Absent	
Judy Huntosh	Treasurer	Present	
Sam Husnik	Assistant Treasurer	Present	
Mark Finnemann	Member	Present	
Jennifer Lorge	Member	Present	
Joshua Archer	Member	Absent	

2. Roll Call

3. Pledge of Allegiance

4. Approve the Agenda – Action

- Motion To:** Approve the Agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Husnik, Assistant Treasurer
SECONDER:	Judy Huntosh, Treasurer
AYES:	Winnick, Huntosh, Husnik, Finnemann, Lorge
ABSENT:	Blake Roberts, Joshua Archer

5. Approve minutes from October 8, 2018

Quorum not present to approve minutes.

6. Approve minutes from November 1, 2018

- Motion To:** Approve minutes from November 1, 2018

RESULT:	ADOPTED [3 TO 0]
MOVER:	Jennifer Lorge, Member
SECONDER:	Mark Finnemann, Member
AYES:	Ben Winnick, Mark Finnemann, Jennifer Lorge
ABSTAIN:	Judy Huntosh, Sam Husnik
ABSENT:	Blake Roberts, Joshua Archer

7. Approve minutes from November 5, 2018

- Motion To:** Approve minutes from November 5, 2018

RESULT:	ADOPTED [4 TO 0]
MOVER:	Sam Husnik, Assistant Treasurer
SECONDER:	Judy Huntosh, Treasurer
AYES:	Ben Winnick, Judy Huntosh, Sam Husnik, Jennifer Lorge
ABSTAIN:	Mark Finnemann
ABSENT:	Blake Roberts, Joshua Archer

8. Final CDA Grant Study

Assistant to the City Administrator Dan Udem presented the final information from the Washington County Community Development Authority grant study for the McCullough property for sale. It was estimate the five lots created would have an estimated tax value of \$15.21 million dollars over the course of the project. The City would most likely have to bond to get significant cash up front to move forward.

Commissioner Finnemann mentioned the City should delay their decision on this piece of property at this time and move forward with other sites the City currently owns and are sitting vacant.

Commissioner Lorge stated the cost is too prohibitive right now but she'd be interested in the possibility of first right of refusal.

9. Update on Property Appraisal

10. Downtown Business Incentive Application C – 308 & 368 Lake Street South

Assistant to the City Administrator Dan Udem presented two application the City has received for the Downtown Business Incentive program. These applications are for the demolition work that was completed at 368 and 308 Lake Street South which was also completed as part of the Cornerstone Development project.

The application for 308 is requesting a \$5,000 onetime tax abatement for demolition work and stormwater/landscaping improvement performed on the site.

The application for 368 is requesting a \$5,000 onetime tax abatement for demolition work.

So far in 2018, the City has not approved a business incentive application and the abatement would come after the work has been completed.

Commissioners agreed this was a good example of why the program was created and the application checked all the boxes.

1. **Motion To:** Approve the Downtown Business Incentive application for 308 and 368 Lake Street South

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Finnemann, Member
SECONDER:	Judy Huntosh, Treasurer
AYES:	Winnick, Huntosh, Husnik, Finnemann, Lorge
ABSENT:	Blake Roberts, Joshua Archer

11. Other

- a. **Washington County Updates: Chris Eng**

12. Adjourn

1. **Motion To:** Adjourn

COMMENTS - Current Meeting:

Adjourned at 6:37 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Finnemann, Member
SECONDER:	Sam Husnik, Assistant Treasurer
AYES:	Winnick, Huntosh, Husnik, Finnemann, Lorge
ABSENT:	Blake Roberts, Joshua Archer