



# ECONOMIC DEVELOPMENT AUTHORITY

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

## Regular Meeting

~ Minutes ~

Karin Derauf, Deputy City Clerk

Monday, March 28, 2022

5:30 PM

City Center - Council Chamber

### 1. Call to Order

### 2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	EDA President	Present	
Blake Roberts	Commission Vice-Chair	Present	
Sam Husnik	Commissioner	Present	
Judy Huntosh	Commissioner	Absent	
Jenny Lorge	Commissioner	Present	
Leif Erickson	Commissioner	Present	
Mark Finnemann	Commissioner	Present	

### 3. Pledge of Allegiance

### 4. Approve the Agenda

**Motion to:** Approve the Agenda

**Comments:**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jennifer Lorge, Commissioner
<b>SECONDER:</b>	Leif Erickson, Commissioner
<b>AYES:</b>	Bain, Roberts, Husnik, Lorge, Erickson, Finnemann
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Huntosh

### 5. Election of Officers

**Motion to:** Approve member office positions as they currently are and hold a new election for secretary position when Commissioner Finnemann leaves the EDA.

**Comments:** Assistant City Administrator Udem presented information on the offices of the EDA and the current office holders. He noted that those positions need to be elected tonight. He cited the current positions as President held by Mara Bain, Vice-President held by Blake Roberts, Secretary held by Mark Finnemann, Treasurer held by Judy Huntosh, and Assistant Treasurer held by Sam Husnik.



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<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Sam Husnik, Commissioner
<b>SECONDER:</b>	Leif Erickson, Commissioner
<b>AYES:</b>	Bain, Roberts, Husnik, Lorge, Erickson, Finnemann
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Huntosh

### 6. Approve EDA Meeting Minutes from March 14, 2022

Motion to: Approve EDA Meeting Minutes from March 14, 2022

Comments:

<b>RESULT:</b>	<b>ADOPTED [4 TO 2]</b>
<b>MOVER:</b>	Sam Husnik, Commissioner
<b>SECONDER:</b>	Leif Erickson, Commissioner
<b>AYES:</b>	Bain, Husnik, Lorge, Erickson
<b>NAYS:</b>	
<b>ABSTAIN:</b>	Finnemann, Roberts
<b>ABSENT:</b>	Huntosh

### 7. Downtown Plan Amendment I

Motion to: Approve

Comments: Assistant City Administrator Udem provided a brief description of the Downtown Plan Amendment with a larger scope of work and additional fees.

Commissioner Lorge asked what the additional information is. Assistant City Administrator Udem noted that there will be additional information for traffic and pedestrian flow along with parking requirements. Commissioner Finnemann expressed concern over the additional spending. Commissioner Roberts asked about the Gaughan block as the additional components to the Downtown Plan. City Administrator Casey commented that the City wants to ensure the Plan is cohesive with what has been discussed in engagement meetings and with the EDA. Assistant City Administrator Udem commented he doesn't anticipate the need to do any additional scoping for work other than Quadrant 1 and the Gaughan block. President Bain commented that she appreciates the discussion regarding the concern over additional spending on the scope of work, but also expressed that the City needs to take a deeper look at the pedestrian facilities, streetscape, and parking. She noted that she considers this an additional layer of detail that is necessary to development for the



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downtown area. Assistant City Administrator Udem noted that there will be additional directives and deliverables. He commented that having a framework plan along with semi-focused detail on the additional scope will show that the City has a long-term plan based on what the market dictates.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Finnemann, Commissioner
<b>SECONDER:</b>	Sam Husnik, Commissioner
<b>AYES:</b>	Bain, Roberts, Husnik, Lorge, Erickson, Finnemann
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Huntosh

## 8. City Development Update

Comments: Assistant City Administrator Udem provided a list of city developments which included residential locations of Hidden Creek with approximately 125 single family housing units, Birchwood Estates with a total of 74 single family and detached townhome units, Goodview Preserve with 80 single family, detached and attached twin homes with homeowner management, the Shadow Creek Concept Plan, and Tietz Farm. For commercial development he mentioned Dignacare, the Target Store Amendment, and McDonalds façade improvements. City Engineer Goodman gave details on some of the residential developments and the status of each project.

## 9. Staff Updates

### a. Excipio Study

Comments: Assistant City Administrator Udem provided an update on the Headwaters 123 property. He commented that he reached out to Excipio after Jeff retired and he noted that he will be having a conversation with Excipio in the 2<sup>nd</sup> quarter. Assistant City Administrator Udem commented that he spoke with Dan Peterson from CBRE to inquire about deliverables from Excipio and his recommendations on Excipio's ROI (Return on Investment). Commissioner Finnemann asked if the EDA will have Excipio or CBRE come in for a meeting with the EDA. Assistant City Administrator indicated that he will have Dan Peterson with CBRE in for discussions and noted that HKGI has indicated that the City is in a good position with the market right now.



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### **b. Downtown Sculpture Moving**

Comments: Assistant City Administrator Udem provided information that several members of the Downtown Beautification Group expressed concerns regarding the fish sculpture installation and that it is too small for the roundabout location. He mentioned that they would like to seek a better location, for example, in front of the City Center. Assistant City Administrator Udem noted that Public Works has indicated it would be fine with them to install the sculpture in a more permanent location.

Commissioner Roberts asked about the permanent bricks for the Veteran’s Memorial. Commissioner Finnemann commented on the status of the memorial. City Administrator Casey commented that there will be a recommendation of hiring a new Community Development Director at the Council Meeting.

Commissioner Roberts asked about the boat launch and who maintains the launch and dredging. Assistant City Administrator Udem commented that he thought the DNR has dredged it in the past. Commissioner Roberts also asked about food trucks and allowing them to stay in one place.

Assistant City Administrator Udem commented that the April 11 meeting is cancelled due to the Local Board of Appeals Meeting. He also noted that the next EDA Meeting will be on April 18 beginning at 6:30 p.m.

### **10. Adjourn**

Motion to: Adjourn

Comments:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Sam Husnik, Commissioner
<b>SECONDER:</b>	Mark Finnemann, Commissioner
<b>AYES:</b>	Bain, Roberts, Husnik, Lorge, Erickson, Finnemann
<b>ABSENT:</b>	Huntosh