



ECONOMIC DEVELOPMENT AUTHORITY

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

Regular Meeting

~ Minutes ~

Karin Derauf, Deputy City Clerk

Monday, July 11, 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	
Jenny Lorge	Commissioner	Present	
Leif Erickson	Commissioner	Present	

3. Pledge of Allegiance

4. Approve the Agenda

Motion to: Approve the Agenda

Comments:

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Jenny Lorge, Commissioner
SECONDER: Leif Erickson, Commissioner
AYES: Bain, Husnik, Roberts, Lorge, Erickson
NAYS:
ABSTAIN:
ABSENT:

5. Approve EDA Meeting Minutes from June 13, 2022

Motion to: Approve EDA Meeting Minutes from June 13, 2022

Comments:

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Sam Husnik, Commissioner
SECONDER: Blake Roberts, Commissioner
AYES: Bain, Husnik, Roberts, Lorge, Erickson
NAYS:
ABSTAIN:
ABSENT:



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6. Approve EDA-DTC Workshop Minutes from June 27, 2022

Comments:

Motion to: Approve EDA-DTC Workshop Minutes from June 27, 2022

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jenny Lorge, Commissioner
SECONDER:	Leif Erickson, Commissioner
AYES:	Bain, Husnik, Roberts, Lorge, Erickson
NAYS:	
ABSTAIN:	
ABSENT:	

7. Recommendation to Approve Downtown Plan

Comments: Assistant City Administrator Udem provided information on updates to the Downtown Plan that had been suggested at the last workshop. He also commented that the Washington County CDA provided some of the funding for the development of the Downtown Plan document.

President Bain commented on the community feedback concerning funding of the projects that have been incorporated in the Plan. She asked what the process will look like as the individual projects of the plan are implemented.

City Administrator Casey commented that some of the larger projects of the Plan will need to come before the EDA and Council prior to any resources being acquired. He suggested different avenues such as bonding to acquire funding for specific projects. He also commented on the implementation of a local sales tax and noted that has been suggested at a prior meeting indicating that it can be a two year minimum process to implement sales tax as a revenue source. Assistant City Administrator Udem noted that once the Plan is approved, it still is not completed. He commented that the next step will be prioritization of the projects versus funding sources.

President Bain asked if funding sources include any private funding from possible developers of the Downtown area. City Administrator Casey indicated that the projects will have to be evaluated along with the expansion or scope of the projects that could be part of the Downtown area.



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Commissioner Husnik commented that he wants the public to know the Plan is a blueprint with estimates of projects. Commissioner Lorge thanked the public participants who were at the engagement sessions to contribute their comments. Commissioner Roberts asked about the turn back of Highway 61. City Administrator Casey indicated that Washington County has just initiated a study for the turn back of Hwy 61 and that discussions are in the very early stages.

Motion to: Recommend to City Council to Approve the Downtown Plan

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Leif Erickson, Commissioner
SECONDER:	Sam Husnik, Commissioner
AYES:	Bain, Husnik, Roberts, Lorge, Erickson
NAYS:	
ABSTAIN:	
ABSENT:	

8. 2022 Work Plan Update

Comments: Assistant City Administrator Udem provided an update on the EDA Work Plan for the Commission. He noted that there were three items on the current plan, which included finishing work on the Downtown Plan, updates to the Tax Increment Financing and incentive policies and definitions, and the MN Tech Corridor as it relates to the Headwaters 123 property.

He provided more detailed information on the Headwaters 123 property and noted that he will bring the commercial real estate group, CBRE, back in for an update on the current marketing trends. He discussed the Excipio study that was mentioned last year and that the representative he was working with had left Excipio. He noted that there will be a reevaluation of whether the City needs the Excipio study at this point. President Bain commented that she has concerns on further investment on future studies for the Headwaters 123 property. Commissioner Erickson asked about the shelf-life on any tech or marketing studies related to the property. Assistant City Administrator Udem commented that the City has been competitive because of the size of the property and developers who are looking for larger parcels. There was further discussion about the marketing and development of the property.



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Assistant City Administrator Udem indicated that there is other work being done on the 2022 Work Plan and noted that the EDA can have a potential restart with a 2023 Work Plan and get back to a 2-year cycle now that the Downtown Plan is moving towards adoption.

9. 2023 Budget Driver Discussion

Comments: Assistant City Administrator Udem commented on the CIP for the Downtown Plan but noted that this discussion is more for the operating budget of the EDA. He commented on the agreement with the Chamber of Commerce; the Downtown Incentive Program; support for workforce recruitment, retention strategies, and labor market assessment; and resource packets for local small businesses.

Commission Lorge indicated she would like to see an increase in the funding to the Chamber of Commerce. President Bain commented that short term streetscape projects should be considered. Commissioner Lorge noted that she would like to see bike racks near the trail. Commissioner Roberts asked about land acquisition for the Downtown Plan and how that could be financed.

10. Other – City Updates

Comments:

11. Washington County Update

Comments:

12. Forest Lake Area Chamber of Commerce Update

Comments: Commissioner Erickson commented that there are several new Chamber members, the Chamber is preparing for the business education event, and the 35th Annual Chamber of Commerce Golf Event on July 26, 2022.

13. Adjourn

Comments: President Bain commented on the next meeting date for the EDA as August 8, 2022.



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Motion to: Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Husnik, Commissioner
SECONDER:	Leif Erickson, Commissioner
AYES:	Bain, Husnik, Roberts, Lorge, Erickson
ABSENT:	