



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, October 10, 2022

5:30 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	EDA President	Absent	
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

Comments:

Motion to: Approve the Agenda with Removal of Item Number Seven Due to Presenter being Ill.

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

5. Approve EDA Meeting Minutes from September 12, 2022

Comments:

Motion to: Approve EDA Meeting Minutes from September 12, 2022



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

6. Approve EDA Meeting Minutes from October 10, 2022

Comments:

Motion to: Approve EDA Meeting Minutes from October 10, 2022

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

~~7. Washington County Work Force Update~~

Comments: Removed from Agenda

8. Commercial Improvement Incentive Program

Comments: Assistant City Administrator Udem presented information on the Commercial Incentive Program policy. He noted that it will behave as a loan program with a forgivable component immediately after approval of loan agreement and completed work. He provided additional details on requirements of the grant/loan program.

Commissioner Erickson asked for some of the conflicting language to be clarified and Assistant City Administrator Udem explained that the language was decided upon for legal purposes. He also noted the application provided was an example and not a final version of an application.

Commissioner Lorge commented on the spending scale and noted that if an applicant spends one dollar more they will receive an extra \$1,000.00. She asked about a percentage basis. Assistant City Administrator Udem noted that this was the scale that was agreed upon in previous meetings. He



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also noted that adjustments to the scale can be made. There was discussion regarding a straight 10% reimbursement up to \$5,000.00 total.

Motion to: Approve Commercial Improvement Incentive Program Policy with a Change to the Reimbursement Scale to a Percentage of 10% with a cap at \$5,000.00.

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

9. Headwaters 123 Concept/Ghost Platting and Grant Application for Washington County

Comments: Assistant City Administrator Udem commented on ghost platting on the Headwaters 123 Property. He noted that when an RFI is received on the property, the City is readily available to provide information. He provided further information on the grant application and noted the funding percentage for a proposed study with the County paying 80% and the City paying 20%. Commissioner Roberts asked about being open to different types of development rather than tech or a data center as was discussed in the past. Assistant City Administrator Udem noted that this approach opens up to developers who would like a smaller site.

Chris Eng noted that there is a conference in December and it would be helpful to have a ghost platting of this property to entice developers to Forest Lake. There was further discussion about platting, the interceptor line, and sources of power.

Motion to: Approve Washington County CDA Predevelopment Grant Application

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



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Motion to: Approve Resolution 11-14-22-01 – Application for Funding from the Washington County CDA Predevelopment Finance Fund

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

Motion to: Approve TLAL-LI Ghost Plat Alternative Pending Award of the Washington County CDA Grant

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

10. Downtown Boat Launch Relocation and Shoreline Study Proposal

Comments: Assistant City Administrator Udem commented on the Boat Launch Relocation and Shoreline Study Proposal with a cost of \$18,345 to be completed by February 2023. He commented that this study will also provide updated budgets as part of deliverables. He noted Staff will be leading conversation points with the DNR to forge an active relationship regarding boat launch relocation. He also noted that the study will include pedestrian overlook docks and kayak launches.

City Administrator Udem noted that Bruce Chamberlain left HKGI and is with a new firm called TLAL-LI which is a very similar planning firm.

Commissioner Erickson asked about engaging with the DNR first prior to moving forward with a study. Assistant City Administrator Udem commented that it may be more agreeable to the DNR if the City provides options for them to review. Commissioner Roberts commented that he feels the DNR should have been contacted during the conversations regarding the Downtown Plan.

Commissioner Erickson asked about the scope and cost of the study if the boat launch stays where it



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is. There was further conversation regarding engagement with the DNR. There was further discussion on the deliverables of a potential study.

Motion to: Table the Expanded Boat Launch Relocation Study with TLAL-LI until Additional Information is provided.

Comments: There was discussion regarding the cost for a boat launch study versus a shoreline study and if the costs could be delineated for the potential study.

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

11. 2023 Meeting Schedule Discussions

Comments: Assistant City Administrator proposed changing the meeting frequency to one time per month. He noted that if there is a necessity, an additional meeting can be added.

12. Other – City Updates

Comments: Community Development Director Wittman commented she was at the high school for a business meeting regarding the workforce. She also attended the EDA MN Economic Development Basic Course. She also provided updates on redevelopment on the Vannelli’s block, airport parcels, and discussions with the Planning Commission regarding the MXR-1 District.

City Engineer Goodman commented on the Hwy 97 open house and the positive feedback that was received. He also commented on the Everton Ave Project and discussions with the County and Great River Energy.

13. Washington County Update

Comments:

14. Forest Lake Area Chamber of Commerce Update

Comments: Leif Erickson commented on the Chamber Gala for tomorrow evening. He also noted that there are two new members in the last week.



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15. Adjourn

Motion to: Adjourn

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