



## City of Moorhead Economic Development Authority

### Meeting Minutes August 30, 2021 at 11:45 AM Hjemkomst Center Auditorium - 202 1 Ave N

Pursuant to due call and notice thereof, a regular meeting of the Economic Development Authority was held in the Hjemkomst Center Auditorium - 202 1 Ave N, on August 30, 2021, at 11:45 AM.

#### **Roll call of the members was made as follows:**

Board Member:	Abdullahi Ali	Absent
Board Member:	Nate Anderson	Absent
Board Member:	Michael Burns	Present
Board Member:	Laura Caroon	Present
Board Member:	Chad Cota	Present
Board Member:	Alexandre Cyusa	Present at 11:58 am
Board Member:	James Hand	Absent
Council Member:	Joel Paulsen	Absent
Board Member:	Jeff Schaumann	Absent
Board Member:	Roberta Solien	Present
Council Member:	Deb White	Present

#### 1. [Call meeting to Order / Roll Call](#)

#### 2. [Agenda Amendments](#)

Minutes: LaPoint suggested that the order of the meeting begin with all “non-action” items first to allow time for the sixth member, Commissioner Cyusa, to join the meeting and obtain a quorum. Therefore, the order during the meeting is a little different than the agenda.

#### 3. [Approve Minutes](#)

A [June 28, 2021](#)

B [August 2, 2021](#)

**Motion to Approve made by Deb White and seconded by Roberta Solien**

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 5*

#### 4. [Citizens Addressing the Board](#)

Minutes: There were no citizens present to address the board on matters not included on the agenda.

#### 5. [Commissioners' Reports](#)

Minutes: Sheri Larson, Moorhead Business Association, announced upcoming MBA events. Board members praised the MBA for hosting the Bridge Bash event for its impact on the community.

6. [Presentation by Clay County Public Health Related to Moorhead's Tobacco Ordinance - Jason McCoy, Tobacco Prevention Coordinator](#)

Minutes: Jason McCoy, Tobacco Prevention Coordinator, Clay County Public Health, presented proposed changes to the City of Moorhead's Tobacco Sales ordinance. Board members had detailed discussion.

7. [Resolution to Approve Funds for Wetland Delineation Report for MCCARA Shovel Ready Site](#)

Minutes: Derrick LaPoint, DMI/Economic Development, provided an update to the approval of additional funds for the Wetland Delineation Report for the MCCARA Shovel Ready Site. Board members had detailed discussion.

**Motion to Approve made by Chad Cota and seconded by Alexandre Cyusa**

Resolution to Approve Funds in the amount of up to \$20,000 for a Wetland Delineation Report for the MCCARA Shovel Ready Site.

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 5*

8. [Resolution to Approve Update to Restaurant Tax Incentive Policy to Allow Employee Credits to New or Expanding Restaurants City-wide](#)

Minutes: Derrick LaPoint DMI/Economic Development, requested an update to the Tax Incentive Policy for restaurants city-wide. The update removed the requirement for the restaurant to be located within a TIF District established prior to 2011. Board members had detailed discussion.

**Motion to Approve made by Deb White and seconded by Laura Caroon**

Resolution to Approve modifications to the Employee Credits available to restaurants, removing the requirement to be located within a TIF District established prior to 2011.

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 5*

9. [Resolution to Approve Transfer of Real Property and Personal Property - Hjemkomst Center](#)

Minutes: Amy Thorpe, Economic Development Program Administrator, provided background for the need for representatives of the Moorhead Economic Development Authority to be given authority sign a Quit Claim Deed and Bill of Sale. This action will transfer title of the Hjemkomst Center from the Moorhead Economic Development Authority to the City of Moorhead, the rightful owner of the property.

**Motion to Approve made by Roberta Solien and seconded by Chad Cota**

Resolution to Approve the Chair and Secretary sign a Quit Claim Deed and Bill of Sale to Transfer the Real Property and Personal Property of the Hjemkomst Center located at 202 1 Ave N to the City of Moorhead

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 5*

10. [Resolution to Recommend Approval to City Council of the 2022 Maximum Preliminary Tax Levy](#)

Minutes: Amy Thorpe, Economic Development Program Administrator, provided background for recommended an approval for the 2022 Maximum Preliminary Tax Levy for City Council

approval. Commissioner White recommended that the board approve the maximum levy to provide the most flexibility for budgeting knowing that the levy would most likely be lowered prior to final approval. Board had detailed discussion.

**Motion to Recommend made by Laura Caroon and seconded by Alexandre Cyusa**

Resolution to Recommend Approval to the City Council of a preliminary maximum tax levy of \$615,740 for the 2022 budget year.

*Motion Passed: For: 6; Against: 0; Abstain: 0; Absent: 5*

**11. Economic Development Report**

Minutes: Derrick LaPoint, DMI/Economic Development, presented the Economic Report as found in packet materials. Board members had detailed discussion.

**12. Information / Update**

- A City of Moorhead Comprehensive Plan: Onward Moorhead!  
[www.cityofmoorhead.com/onwardmoorhead](http://www.cityofmoorhead.com/onwardmoorhead)
- B Clay County Comprehensive and Transportation Plan: <https://fmmetrocog.org/claycounty2045>
- C Building & Permit Valuation Report - Sign up for "Building and Housing" e-Notifications at:  
<https://www.ci.moorhead.mn.us/about-the-city/news/sign-up-for-e-notification>

**13. Adjourn**

Minutes: Meeting adjourned at 12:42 pm.



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Michael Burns  
Chair

APPROVED BY:

ATTEST:



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Roberta Solien  
Secretary

The proceedings of this meeting are digitally recorded and are available for public review.

*Respectfully submitted by:*  
*Randy Dahlin, Technical Office Specialist*