



**City of Moorhead  
Economic Development Authority**

**Meeting Minutes  
January 07, 2019 at 11:45 AM  
1st Floor, Council Chambers, Moorhead City Hall**

Pursuant to due call and notice thereof, a regular meeting of the Economic Development Authority was held in the 1st Floor, Council Chambers, Moorhead City Hall, on January 07, 2019, at 11:45 AM.

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

Board Member:	Nate Anderson	Absent
Board Member:	Michael Burns	Present
Board Member:	Bobbi Solien	Present
Board Member:	Violet Deilke	Absent
Council Member:	Heidi Durand	Present
Council Member:	Chuck Hendrickson	Absent
Board Member:	Charley Johnson	Present
Board Member:	Wyatt Johnson	Present
Board Member:	Pat Kovash	Present
Board Member:	John Rogalla	Present
Board Member:	Marsha Weber	Present

**Others Present:**

Derrick LaPoint, DMI / Economic Development  
Dan Mahli, Assistant City Manager  
John Shockley, City Attorney  
Amy Thorpe, Economic Development Program Administrator  
Christina Volkens, City Manager, Acting Economic Development Director

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

**2. Agenda Amendments**

**3. Approve Minutes**

A [December 3, 2018](#)

**Motion to Approve made by Michael Burns and seconded by Marsha Weber**

*Motion Passed: For: 8; Against: 0; Abstain: 0; Absent: 3*

**4. Citizens Addressing the Board**

**5. Commissioners' Reports**

Minutes: Welcome to new board member, Bobbi Solien.

Kovash reported that the next "Let's Talk Business" event would feature the F-M Science Museum Project and that next "MBA 560 Connect" would be held at the Thai Orchid Restaurant. MBA will host a Snow Sculpture Competition as part of the "Frostival" event later in January. Other events mentioned include the MBA Golf Tournament and Annual 4<sup>th</sup> of July Fireworks.

At the request of Commissioner Rogalla, John Shockley (City Attorney) provided a brief update on the meeting which occurred between Chair Johnson, Chris Volkers (City Manager), Mr. Jordahl and his attorney related to the Holiday TIF District.

**6. [Economic Development Report](#)**

Minutes: LaPoint provided a summary of economic development activities which had occurred in the past month as found in packet materials.

**7. [Downtown Plan Update](#)**

Minutes: LaPoint provided an update regarding the status of the Downtown Master Plan. He stated that he is drafting a Request for Qualifications to help define the scope of the plan and create a vision for what Moorhead wants to be and attract. Other components of the plan may include available financing tools for developers, potential redevelopment options for the former power plant site, streetscape components of the Center Avenue Project, and ideas to revitalize the Moorhead Center Mall. The timeline proposed may follow:

- January – Define scope and draft Request for Qualifications (RFQ)
- Mid-January – Advertise RFQ
- Mid-February – Review submissions and interview consultant(s)
- Mid-March – Hire consultant
- 9 months to complete plan, potentially with smaller deliverables along the way

**8. [Economic Development Incentives: Review and Approval Process](#)**

Minutes: LaPoint reviewed the process by which economic development incentive applications are approved and the EDA's role within the process.

**9. [Resolution to Consent to Sale: 8th & Main LLC to Eventide](#)**

Minutes: Shockley provided background necessitating the request to consent to the sale to transfer the second floor to Eventide.

**Motion to Approve made by Marsha Weber and seconded by John Rogalla**  
Approve Consent to Sale of the second floor from 8<sup>th</sup> & Main LLC to Eventide

*Motion Passed: For: 8; Against: 0; Abstain: 0; Absent: 3*

**10. Information / Update**

A [Building & Permit Valuation Report - December \(Hand out at meeting\)](#)

B [DMI Newsletter: 2018 Annual Report](#)

Minutes: LaPoint provided highlights of DMI's 2018 Annual Report

**11. [Adjourn](#)**

Minutes: Meeting adjourned at 12:30 p.m.

APPROVED BY:

ATTEST:



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Charley Johnson  
Chair

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Marsha Weber  
Secretary

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

*Respectfully submitted by:*  
*Amy Thorpe, Economic Development Program Administrator*