



City of Moorhead Economic Development Authority

Meeting Minutes
January 22, 2018 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 22, 2018, at 11:45 AM.

Roll call of the members was made as follows:

Board Member:	Michael Burns	Present
Board Member:	Bruce Bekkerus	Present
Board Member:	Kathy Cochran	Present
Council Member:	Mari Dailey	Absent
Board Member:	Violet Deilke	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:

Cindy Graffeo, EDA Executive Director
Meghanne Quam, EDA Intern
Amy Thorpe, Economic Development Program Administrator
Susan Geib, Concordia College Director of Executive Education

1. Call meeting to Order / Roll Call

2. Agenda Amendments

3. Approve Minutes

A [December 18, 2017](#)

Motion to Approve made by Bruce Bekkerus and seconded by Violet Deilke

Motion Passed: For: 9; Against: 0; Abstain: 0; Absent: 2

4. Citizens Addressing the Board

5. [Resolution to Waive Residency Requirement to Fill At Large Position Vacated by Bob Buth 12.31.2017](#)

Motion to Approve made by John Rogalla and seconded by Wyatt Johnson

Resolution to waive residency requirement for Michael Burns, At Large position

Motion Passed: For: 9; Against: 0; Abstain: 0; Absent: 2

6. Commissioners' Reports

Minutes: Kovash reported on Center Avenue land owner meeting.

Bekkerus reported that Walmart is closing 63 Sam's Club stores at the end of January and the Moorhead store is one of the stores to close.

7. Election of Officers

Minutes: Chair Johnson called for nominations from the floor for persons to fill the office of Chair, Vice Chair, and Secretary. Nominations included Charley Johnson, Chair; Bruce Bekkerus, Vice Chair; and Marsha Weber, Secretary. There being no other nominations, Chair Johnson declared the nominees elected. He then re-appointed Kathy Cochran as the At-Large member of the Executive Committee.

8. Director's Report

Minutes: Graffeo provided a summary of activities this month as found in packet materials.

Graffeo and Johnson explained that, as part of the City's strategic planning process, it has become known that the City Council intends to discuss restructuring the EDA so that the Executive Director position moves back within the City reporting structure.

9. Concordia Executive Education Scholarship Request

Minutes: Susan Geib, Director of Executive Education, presented the workforce challenges faced in upcoming years, especially with the retirement of Baby Boomers in high lever leadership roles. Geib asked the EDA to partner with the college and businesses to create an "Executive Education Scholarship" for Moorhead businesses and organizations that may not otherwise have the financial means to access this kind of training.

Commissioners had detailed discussion.

Motion to Approve made by Violet Deilke and seconded by Kathy Cochran

Approve workforce development funds for Executive Education Scholarships in the amount of \$4,620 to be earmarked from the "Community Projects" budget line item for 2018.

Motion Passed: For: 9; Against: 0; Abstain: 0; Absent: 2

10. Resolution to Approve Use of Reserve Funds for ALTA Survey Required for the Shovel Ready Application

Minutes: Meghanne Quam, EDA Intern, provided background regarding the process for obtaining DEED's Shovel Ready certification. Johnson provided more financial details as found in packet materials. Commissioners had detailed discussion.

Motion to Approve made by Bruce Bekkerus and seconded by Pat Kovash

Resolution to approve Bolton & Menk to perform engineering services for the purpose of drafting an ALTA Survey required for DEED's Shovel Ready Certification and for a Recommendation to City Council for a budget adjustment to use EDA Reserve funds said pay for the survey.

Motion Passed:

For: 5 Bruce Bekkerus, Kathy Cochran, Violet Deilke, Charley Johnson, Pat Kovash

Against: 3 Michael Burns, Wyatt Johnson, Marsha Weber

Abstain: 1 John Rogalla

Absent: 2 Mari Dailey, Chuck Hendrickson

11. [Information / Update](#)

- A [GFMEDC Activity Report - December](#)
- B [Building & Permit Valuation Summary - December](#)

12. [Adjourn](#)

Minutes: Adjourned at 12:49 p.m.

APPROVED BY:

ATTEST:



Charley Johnson
Chair

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