



**City of Moorhead
Economic Development Authority**

**Meeting Minutes
August 05, 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 August 05, 2019, at 11:45 AM.

Roll call of the members was made as follows:

Board Member:	Nate Anderson	Absent
Board Member:	Michael Burns	Absent
Board Member:	Alexandre Cyusa	Present
Board Member:	Violet Deilke	Present
Council Member:	Heidi Durand	Present
Board Member:	Zachary Heuring	Present
Board Member:	Pat Kovash	Present
Board Member:	John Rogalla	Present
Board Member:	Jeff Schaumann	Present
Board Member:	Roberta Solien	Present
Council Member:	Deb White	Present

Others Present:

Lisa Bode, Governmental Affairs Director
Derrick LaPoint, DMI / Economic Development
Dan Mahli, Assistant City Manager
Rebecca Petersen, West Central Initiative
John Shockley, City Attorney
Amy Thorpe, Economic Development Program Administrator
Chris Volkers, City Manager / Acting Economic Development Director

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

2. [Agenda Amendments](#)

Minutes: None

3. Approve Minutes

A [July 1, 2019](#)

Motion to Approve made by Deb White and seconded by Pat Kovash
Motion Passed: For: 9; Against: 0; Abstain: 0; Absent: 2

4. Citizens Addressing the Board

Minutes: None

5. [Commissioners' Reports](#)

Minutes: Kovash, MBA, reported on the following: July 4 Fireworks, Bridge Bash, and the MBA Annual Meeting at The Courtyard by Marriott. He also stated that new Moorhead Proud T-Shirts would be sold at Moorhead Scheels sporting goods store.

6. [West Central Initiative Annual Report - Rebecca Petersen, Director of Development](#)

Minutes: Rebecca Petersen, West Central Initiative, presented the new framework and strategic priorities for the next three years for West Central Initiative. She proposed an increase in support this year of \$15,500 in 2020 and \$16,500 in 2021 and 2022. Commissioners had detailed discussion.

7. [Resolution to Approve 2020-21 Legislative Contracts - Lisa Bode, Governmental Affairs Director](#)

Minutes: Lisa Bode, Government Affairs Director, presented the draft Legislative Agreements which cover the next five years at the same level.

Motion to Approve made by Deb White and seconded by Pat Kovash

Resolution to Approve Legislative Contracts with Flaherty & Hood and Fredrikson & Byron for the term of January 1, 2020 through December 31, 2022 for a flat fee of \$32,500 each per year with the right to extend the term of the agreements two times for one addition year under the same terms and conditions as the original term.

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

8. [Resolution to Approve 2020 Preliminary EDA Budget and Tax Levy - Chris Volkers, City Manager / Acting Economic Development Director](#)

Minutes: Chris Volkers, City Manager, recapped a detailed budget report showing actual from 2017, 2018, and 2019 year to date. She stated that a proposed 2020 budget would be forwarded to the board members for their review prior to the September EDA meeting. Commissioners had detailed discussion.

9. [New Member Onboarding Information](#)

Minutes: Derrick LaPoint, DMI/Economic Development, reviewed materials to be distributed to new members and on a yearly basis to current board members. Board members requested to add a summary of expectations which would include what to expect during a meeting, attendance requirement, quorum requirements, open meetings law, and conflict of interest.

10. [Economic Development Report](#)

Minutes: LaPoint summarized economic development activities which has occurred since the last meeting including: GFMEDC Un-Annual meeting, Opportunity Zone event, developing focus groups for the Downtown Master Plan process and creating pop up event for citizen engagement such as hosting a booth at Bridge Bash.

11. Information / Update

A [Wish Book Distribution](#)

Minutes: [Link to Community Fund Webpage](#) for more information and to download the Wish Book.

B [Identity Initiative Update](#)

Minutes: [Link to Moorhead Identity Party](#) on September 10, 2019, 7-9 pm.

C [Storefront Rehab Program Update](#)

Minutes: LaPoint reviewed a change to the minimum investment of \$5,000 for a matching loan amount of \$5,000 as requested by WCI. Mahli stated the program would be piloted through the end of August or September in order to get applications processed and get projects started before winter. There was consensus by commissioners to proceed with its recommendation to the City Council for final approval.

D [Downtown Master Plan Survey Cards](#)

Minutes: [Take the online survey here](#)

E 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>

12. Adjourn

Minutes: Meeting adjourned at 1:03 p.m.

Mondays and Wednesday during the day. Or piggy back on EDA Board meeting.

APPROVED BY:

ATTEST:



Michael Burns
Chair

Violet Deilke
Secretary

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

Respectfully submitted by:
Amy Thorpe, Economic Development Program Administrator