



**City of Moorhead  
EDA Executive Committee**

**Meeting Agenda  
January 20, 2017 at 8:00 AM  
City Hall - 1st Floor - Boardroom**

<u>ITEM</u>	<u>REMARKS</u>
1. Call meeting to Order / Roll Call	_____
2. Agenda Amendments	_____
3. Approve Minutes	_____
A    November 21, 2016	_____
4. Citizens Addressing the Board	_____
5. New Business	_____
A    EDA Rebranding Logo Proofs	_____
B    GFMEDC Marketing Strategy Update	_____
C    8th and Main RFP Process Discussion	_____
D    EDA Agenda Items for January 23, 2017	_____
6. Old Business	_____
7. Adjourn	_____

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in Economic Development Authority meetings will be provided. To arrange assistance, call the City Clerk's office at 218.299.5166 (voice) or 711 (TDD/TTY).





**City of Moorhead  
EDA Executive Committee**

**Meeting Agenda  
November 21, 2016 at 12:00 PM  
City Hall - 1st Floor - Boardroom**

Pursuant to due call and notice thereof, a regular meeting of the EDA Executive Committee was held in the City Hall - 1st Floor - Boardroom, on November 21, 2016, at 12:00 PM.

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

Board Member:	Bob Buth	Present
Board Member:	Charley Johnson	Present
Board Member:	James Steen	Present
Board Member:	Marsha Weber	Absent

**Others Present:**

Cindy Graffeo, EDA Executive Director  
Amy Thorpe, Economic Development Program Administrator

**1. Call meeting to Order / Roll Call**

**2. Agenda Amendments**

**3. Approve Minutes**

A October 24, 2016

**Motion to Approve made by Bob Buth and seconded by Charley Johnson**

*Motion Passed: For: 3; Against: 0; Abstain: 0; Absent: 1*

**4. Citizens Addressing the Board**

Minutes: None.

**5. New Business**

A Urban Progress Zone Pricing Policy Clarification or Recommended Changes

Minutes: Graffeo requested clarification of elements to the Urban Progress Zone Property Tax Exemption Policy as found in packet materials.

Consensus was that City Staff has been appropriately interpreting and applying Property Tax Exemption Policies and should continue to do so. Current interpretation requires a project to meet both new building value and minimum job creation/retention to qualify for each level of exemption. In situations where new building value and jobs created/retained do not fall on the same line of the schedule, the project will be granted Property Tax Exemption based on the minimum criteria met whether that is jobs created/retained or new building value.

Multi-family housing projects inside the UP Zone that do not create any jobs, thus not meeting the UP Zone job creation minimum, will still qualify for the city-wide Multi-Family

Housing property tax exemption.

Commissioners directed the executive director to form an “incentives task force” to research tiered incentives within the Urban Progress Zone. Task Force should include a representative(s) of the newly formed downtown development group, MBA, and EDA

**Motion to Approve made by Charley Johnson and seconded by Bob Buth**

Approve Recommendation to EDA to extend the Urban Progress Zone property tax exemption table to mirror the Commercial-Industrial exemption table for projects \$7 million - \$16 million and above and require projects to meet both minimum jobs and new building value requirements.

*Motion Passed: For: 3; Against: 0; Abstain: 0; Absent: 1*

**Motion to Approve made by Bob Buth and seconded by Charley Johnson**

Approve Recommendation to EDA to remove employee credit for health related services from the Urban Progress Zone.

*Motion Passed: For: 3; Against: 0; Abstain: 0; Absent: 1*

**B M State Customized Training Opportunity Discussion**

Minutes: Graffeo provided background for an opportunity to offer customized training through M State called Leadership Launch to address management challenges small businesses face and teach managers to become better leaders. Customized training is typically at the expense of the employer and typically runs \$250 per hour or \$4,000 for a 16-hour curriculum – no matter how many employees attend. She proposed that the EDA host this event to allow multiple small businesses to attend at a fraction of the cost.

Directed staff to continue discussion with MBA to co-host such an event.

**Motion to Approve made by Charley Johnson and seconded by Bob Buth**

Motion to continue conversations with the MBA for potential partnership and financial feasibility. Approval for event hosting shall be considered by full EDA Board.

*Motion Passed: For: 3; Against: 0; Abstain: 0; Absent: 1*

**6. Old Business**

**A 8th and Main Property RFP Timeline Update**

Minutes: Graffeo provided a brief timeline for the RFP process related the city-owned property on the corner of 8<sup>th</sup> Street and Main Avenue.

**B ALDI Discount Retailer**

Minutes: Steen requested a briefing on the Moorhead EDA’s interactions with the discount retailer ALDI who recently announced a new expansion in Dilworth.

**7. Adjourn**

APPROVED BY:

ATTEST:

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\_\_\_\_\_

Jim Steen  
Chair

Charley Johnson  
Secretary

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

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