

## GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

Thursday, January 28, 2016

4:00pm

Grand Rapids City Hall

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in Conference Room 2A in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, January 28, 2016 at 4:00pm.

### AGENDA

1. Call to Order
2. Call of Roll
3. Setting of the Regular Agenda - *This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Commissioners present an agenda item.*
4. Approval of minutes from the January 14, 2016 regular meeting
5. Consider approval of claims
6. Consider approval of the 2016 GREDA Work Plan
7. Updates:
8. Adjourn

#### GREDA Members/terms:

Dale Christy – 12/31/16 (with council term)

Rick Blake– 12/31/18 (with council term)

Mike Przytarski – 3/1/21

Cory Jackson – 3/1/17

Mike Stefan – 3/1/18

Chris Lynch – 3/1/19

Sholom Blake – 3/1/19

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, JANUARY 14, 2016  
4:00 P.M.  
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, January 14, 2016 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Sholom Blake, Dale Christy, Rick Blake, Cory Jackson, Chris Lynch. Absent: Michael Stefan, Mike Przytarski.

**SETTING OF REGULAR AGENDA:** **Approved without addition.**

**APPROVAL OF MINUTES:**

**DRAFT**

**MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE MINUTES OF THE DECEMBER 10, 2015 REGULAR MEETING. The following voted in favor thereof: R. Blake, Jackson, S. Blake, Christy, Lynch. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER CHRISTY TO APPROVE CLAIMS IN THE AMOUNT OF \$4,743.79.**

Cole Hardware Inc	\$12.99	Comfort Heating	\$388.00
City of Grand Rapids	\$2,103.58	Iron Range Economic Alliance	\$50.00
Itasca County Recorder	\$138.00	Itasca County Treasurer	\$160.39
Kennedy & Graven	\$92.50	Northern Star Cooperative Service	\$298.33
The Northspan Group Inc	\$1,500.00		

**The following voted in favor thereof: Lynch, Jackson, R. Blake, S. Blake, Christy. Opposed: None, passed unanimously.**

2016 Work Plan Development.

The Commissioners reviewed the 2016 preliminary rankings. Mr. Mattei will put together the final work plan and include it on the next agenda for approval.

Consider approval of 2016 Central School leases with: Itasca Area Community Education, Janna Salmela Photography, ABC's of Quilting, True North Salon and Spa, Lake Lover Trading Company, and ServeMinnesota Action Network.

Commissioners Jackson and Przytarski met with staff to discuss rental rates for 2016 Central School leases. GREDA has been trying to re-establish a consistent/equitable rent structure. The ABC's of quilting decided not to renew their lease for the 389 sf garden level space which was used for storage. This was the only space that was not renewed.

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE 2016 CENTRAL SCHOOL LEASES WITH ITASCA AREA COMMUNITY EDUCATION, JANNA SALMELA PHOTOGRAPHY, ABC'S OF QUILTING, TRUE NORTH SALON AND SPA, LAKE LOVER TRADING COMPANY, AND SERVEMINNESOTA ACTION NETWORK. The following voted in favor thereof: Lynch, Christy, S. Blake, Jackson, R. Blake. Opposed: None, passed unanimously.**

There being no further business the meeting adjourned at 4:23 p.m.

Respectfully submitted:

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Aurimy Groom, Recorder

**DRAFT**

EDA BILL LIST - JANUARY 28, 2016

DATE: 01/22/2016  
 TIME: 14:01:27  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/28/2016

VENDOR #	NAME	AMOUNT DUE
EDA - CAPITAL PROJECTS		
COM BLDG IMP LOAN		
1105530	KENNEDY & GRAVEN	666.00
TOTAL COM BLDG IMP LOAN		666.00
AIRPORT SOUTH INDUSTRIAL PARKS		
1415511	NORTHERN STAR COOPERATIVE SERV	416.98
TOTAL AIRPORT SOUTH INDUSTRIAL PARKS		416.98
DEED DEVELOPMENT PROGAMS		
0920051	ITASCA COUNTY H.R.A.	47,469.65
TOTAL DEED DEVELOPMENT PROGAMS		47,469.65
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 48,552.63
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0718010	CITY OF GRAND RAPIDS	166.60
1621130	P.U.C.	56.45
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$ 223.05
TOTAL ALL DEPARTMENTS		48,775.68



# Grand Rapids Economic Development Authority 2016 Work Plan

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Expand Marketing of GREDA Services	Lead	<ul style="list-style-type: none"> <li>Continue Implementing GREDA Marketing Plan.</li> <li>Present information on the GREDA CBIL program to the Entrepreneur Task Force.</li> <li>Explore a collaboration with IEDC/APEX in joint marketing of GREDA sites, Itasca Eco-Industrial Park and Cohasset Ind. Park.</li> </ul>	<ul style="list-style-type: none"> <li>Continue Implementing GREDA Marketing Plan.</li> <li>Increase GREDA exposure through:               <ul style="list-style-type: none"> <li>Press Releases for SCDP.</li> <li>Press Releases for Block 20/21 project.</li> <li>Press Releases for other projects.</li> </ul> </li> <li>Update/publish print brochure – GREDA properties</li> </ul>	<ul style="list-style-type: none"> <li>Continue Implementing GREDA Marketing Plan.</li> <li>Increase GREDA exposure through:               <ul style="list-style-type: none"> <li>Press Releases for SCDP.</li> <li>Press Releases for Block 20/21 project.</li> <li>Press Releases for other projects.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Continue Implementing GREDA Marketing Plan.</li> <li>Increase GREDA exposure through:               <ul style="list-style-type: none"> <li>Press Releases for SCDP.</li> <li>Press Releases for Block 20/21 project.</li> <li>Press Releases for other projects.</li> </ul> </li> </ul>
Promote existing programs and explore new techniques that promote reinvestment, and curb the effects of blight	Lead	<ul style="list-style-type: none"> <li>Market and complete the SCDP Commercial and Residential Rehab grant projects to achieve maximum impact.</li> <li>Market enhanced CBIL program use with SCDP</li> </ul>	<ul style="list-style-type: none"> <li>Work with Itasca County HRA in the implementation of grant.</li> <li>Market Enhanced CBIL Program Use.</li> </ul>	<ul style="list-style-type: none"> <li>Work with Itasca County HRA in the implementation of grant.</li> <li>Use existing Blandin Foundation PRI of \$175K to fund CBIL projects.</li> </ul>	<ul style="list-style-type: none"> <li>Work with Itasca County HRA in closing/completing the grant.</li> </ul>
Take action to improve Blandin's status as a preferred site for UPM capital investment.	Partner	<ul style="list-style-type: none"> <li>Assist the City, as needed, in their land exchange with Blandin.</li> <li>Consider any other appropriate forms of support.</li> </ul>	<ul style="list-style-type: none"> <li>Consider how property acquired can be a catalyst/asset in goal of supporting housing development.</li> </ul>	<ul style="list-style-type: none"> <li>Review development options for property acquired in the exchange and consider GREDA strategies/roll in implementation.</li> </ul>	<ul style="list-style-type: none"> <li>Assist other private interest in hotel development.</li> </ul>
Support a more viable Downtown Business District through efforts focused on hotel development.	Lead	<ul style="list-style-type: none"> <li>Work with United Development Solutions in executing a Purchase &amp; Development Contract for Block 20/21 Holiday Inn Express hotel development.</li> </ul>	<ul style="list-style-type: none"> <li>Work with United Development Solutions in executing a Purchase &amp; Development Contract for Block 20/21 Holiday Inn Express hotel development.</li> <li>Complete sale with United Development Solutions.</li> </ul>	<ul style="list-style-type: none"> <li>Assist other private interest in hotel development.</li> </ul>	<ul style="list-style-type: none"> <li>Assist other private interest in hotel development.</li> </ul>

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Support a more viable Downtown Business District through efforts focused on attracting development to the Block 5 site.	Partner			<ul style="list-style-type: none"> <li>With development of Holiday Inn Express on Block 20/21 site in progress, develop and issue a RFP seeking private development interest in Block 5</li> </ul>	<ul style="list-style-type: none"> <li>Follow up on responses to RFP</li> </ul>
Work with the City Council to ensure sustained, adequate levels of funding for present and future GREDA economic development efforts.	Lead		<ul style="list-style-type: none"> <li>Prepare a report of Capital Projects Fund present and anticipated future activity.</li> </ul>	<ul style="list-style-type: none"> <li>Discuss the report with the City Council at a work session.</li> </ul>	
Take actions to make GREDA industrial sites more shovel ready.	Lead		<ul style="list-style-type: none"> <li>Develop cost estimates for clearing and grading ASIP II parcels.</li> <li>Consider a Shovel Ready application to DEED</li> <li>Investigate grant opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>Submit any appropriate grant/funding request</li> </ul>	
Explore additional alternatives to promote Downtown Business District redevelopment.	Lead			<ul style="list-style-type: none"> <li>Convene a small group of Downtown business/property owners to discuss impediments and possible solutions.</li> </ul>	
Support a more viable Downtown Business District through efforts focused on stabilized Central School occupancy.	Lead	<ul style="list-style-type: none"> <li>Convene the Central School leasing sub-committee to assess and revise the ongoing marketing of vacant space and current rent structure.</li> </ul>	<ul style="list-style-type: none"> <li>Present the recommendations and associated marketing costs to full GREDA for consideration.</li> <li>Implement as directed.</li> </ul>	<ul style="list-style-type: none"> <li>Implement as directed.</li> </ul>	
Support a more viable Downtown Business District through efforts focused on the sale/rehab. of the former Township Hall Building.	Lead		<ul style="list-style-type: none"> <li>Give consideration to supporting the sale and rehab. of the former Township Hall through use of the CBIL program.</li> </ul>	<ul style="list-style-type: none"> <li>Give consideration to supporting the sale and rehab. of the former Township Hall through use of the CBIL program.</li> </ul>	

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Assist in creating opportunities for single family housing development.	Partner	<ul style="list-style-type: none"> <li>Staff meet with Grand Rapids HRA to discuss shrinking inventory of single family home sites and the possible need to assume the role of a developer if private interest cannot serve the market.</li> </ul>	<ul style="list-style-type: none"> <li>Explore ways for the HRA, GREDA and the City to collaborate in this area.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Consider possible roles for GREDA in assisting MDI in establishing a regional recycling facility.	Partner	<ul style="list-style-type: none"> <li>Respond to contact from MDI as project develops.</li> </ul>	<ul style="list-style-type: none"> <li>Respond to contact from MDI as project develops.</li> </ul>	<ul style="list-style-type: none"> <li>Respond to contact from MDI as project develops.</li> </ul>	<ul style="list-style-type: none"> <li>Respond to contact from MDI as project develops.</li> </ul>
Provide input into the Arts & Culture Commission study regarding the potential need for an entertainment venue on the Mississippi River.	Partner	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Provide input into the study's public process as it pertains to downtown and riverfront development plans</li> </ul>	<ul style="list-style-type: none"> <li>Provide input into the study's public process as it pertains to downtown and riverfront development plans.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>