

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

Thursday, January 14, 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 14, 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 December 10, 2015 regular meeting and the December 15, 2015 special meeting.
5. Consider approval of claims
6. 2016 Work Plan Development
7. Consider approval of 2016 Central School leases with: Itasca Area Community Education, Jenna Salmela Photography, ABC's of Quilting, True North Salon and Spa, Lake Lover Trading Company, and ServeMinnesota Action Network.
8. Updates:
9. 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

DRAFT

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, DECEMBER 10, 2015
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, November 12, 2015 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. Absent: Michael Stefan, Mike Przytarski, Chris Lynch.

SETTING OF REGULAR AGENDA: **Approved with addition.**

- **Approve Payment to The Northspan Group**
- **Establish a date for a special meeting to review a LOI on the Blocks 20 & 21 Site**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO APPROVE THE MINUTES OF THE NOVEMBER 12, 2015 REGULAR MEETING. The following voted in favor thereof: R. Blake, Jackson, S. Blake, Christy. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER CHRISTY TO APPROVE CLAIMS IN THE AMOUNT OF \$85,035.10.

Anthony & Linda Budrow	\$25,159.50	City of Grand Rapids	\$600.00
Itasca County H.R.A	\$21,029.10	Itasca County Recorder	\$46.00
Kennedy & Graven	\$560.50	Miskovich Properties LLC	\$35,000
SEH-RCM	\$2,640.00		

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

Approve payment in the amount of \$1,500 to the Northspan Group for the 2015 funding contribution.

MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER CHRISTY TO APPROVE PAYMENT IN THE AMOUNT OF \$1,500 TO THE NORTHSPAN GROUP FOR THE 2015 FUNDING CONTRIBUTION. The following voted in favor thereof: Jackson, R. Blake, Christy, S. Blake. Opposed: None, passed unanimously.

DRAFT

2016 Work Plan Development.

The following were the items discussed for the 2016 Work Plan.

- Develop alternatives for SFH areas/locations for all incomes
- Continue to find new ways to market GREDA tools-raise awareness
- Take steps that GREDA can to improve Blandins status as a preferred site for UPM capital investments
- Opportunities to fund site prep
- Promote downtown redevelopment/central school
- Market and use SCDP funds
- Continue assistance and communication with current and future developers
- Promote and assist with development of hotel in center of city
- Development and uses of former township building
- Explore other options to help private sector address blight
- Explore additional avenues to promote CBD development
- Continue to pursue the development of GREDA properties , Block 5, Airport South
- Assist MDI in building regional recycling facility
- Work in cooperation with the Arts and Culture Commission to complete a needs study for an entertainment complex on the Mississippi Riverfront
- Levy

Community Development Director Mattei will compile the items on a ranking sheet to send out to the Commissioners.

Establish a date for a special meeting to review a LOI on the Blocks 20 & 21 Site.

The Commissioners decided Tuesday, December 15th at 8:00 a.m. would work best for the special meeting.

There being no further business the meeting adjourned at 4:49 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

SPECIAL MEETING

DRAFT

TUESDAY, DECEMBER 15, 2015

8:00 A.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 Special Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Tuesday, December 15, 2015 at 8:18 a.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, Chris Lynch, Rick Blake, Michael Stefan, Cory Jackson, Dale Christy. Absent: Mike Przytarski.

Consider entering into a Letter of Intent(LOI) submitted by United Development Solutions for the purchase of the GREDA Block 20/21 Site.

Community Development Director Mattei reviewed the LOI with the GREDA Commissioners.

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER STEFAN TO ENTER INTO A LETTER OF INTENT SUBMITTED BY UNITED DEVELOPMENT SOLUTIONS FOR THE PURCHASE OF THE GREDA BLOCK 20/21 SITE. The following voted in favor thereof: Lynch, Christy, S. Blake, Jackson, Stefan, R. Blake. Opposed: None, passed unanimously

There being no further business the meeting adjourned at 8:23 a.m.

Respectfully submitted:

Aurimy Groom, Recorder

DATE: 01/07/2016
 TIME: 15:48:08
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/14/2016

VENDOR #	NAME	AMOUNT DUE

ECONOMIC DEVELOPMENT AUTHORITY		
0918560	IRON RANGE ECONOMIC ALLIANCE	50.00
	TOTAL	50.00
EDA - CAPITAL PROJECTS		
COM BLDG IMP LOAN		
0920055	ITASCA COUNTY RECORDER	46.00
	TOTAL COM BLDG IMP LOAN	46.00
DOWNTOWN REDVELPMNT BLK 18-21		
1105530	KENNEDY & GRAVEN	92.50
	TOTAL DOWNTOWN REDVELPMNT BLK 18-21	92.50
AIRPORT SOUTH INDUSTRIAL PARKS		
0315455	COLE HARDWARE INC	12.99
0315472	COMFORT HEATING LLC	388.00
0718010	CITY OF GRAND RAPIDS	2,103.58
1415511	NORTHERN STAR COOPERATIVE SERV	298.33
	TOTAL AIRPORT SOUTH INDUSTRIAL PARKS	2,802.90
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 2,991.40
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0920055	ITASCA COUNTY RECORDER	92.00
0920060	ITASCA COUNTY TREASURER	160.39
1415583	THE NORTHSPAN GROUP INC	1,500.00
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$ 1,752.39
	TOTAL ALL DEPARTMENTS	4,743.79



CITY OF
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IT'S IN MINNESOTA'S NATURE

REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item # 6	Meeting Date: 1/14/16
Statement of Issue:	2016 Work Plan Development
Background:	<p>Attached is a spreadsheet that compiles the individual scoring of the GREDA Commissioners for each preliminary work item.</p> <p>The objective of this meeting is to review the tabulation, discuss any significant variations in scoring, discuss if any items on the low end of the ranking should be eliminated or revised.</p> <p>Following this step, staff will prepare a draft work plan, with action steps under each work item, to be considered for approval at the next meeting.</p>
Recommendation:	
Required Action:	
Attachments:	2016 GREDA Goal Ranking spreadsheet



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REQUEST FOR GRAND RAPIDS EDA ACTION

Agenda Item # 7	Meeting Date: 1/14/16
Statement of Issue:	Consider approval of 2016 Central School leases with: Itasca Area Community Education, Jenna Salmela Photography, ABC's of Quilting, True North Salon and Spa, Lake Lover Trading Company, and ServeMinnesota Action Network.
Background:	<p>In November, Commissioners Jackson and Przytarski and staff met to discuss rental rates for 2016 in light of the current local economy, the status of our extended agreement with Northrock Development, and the present occupancy in Central School. It was agreed to propose leases for 2016 that maintained the 2015 rates, which in fact were rates carried over from 2014.</p> <p>All leases expiring at the end of 2015, with the exception of one, were under the terms of our master lease. Our master lease has a term of one year and has the tenant responsible for property taxes due. The one exception was a lease previously negotiated with ABC's of Quilting for space on the first floor and the garden level. This was a three year lease that had the City paying the tenant's property taxes.</p> <p>A goal of GREDA has been to re-establish a consistent/equitable rent structure. The lease proposed to ABC's of Quilting for 2016 followed our current master lease and the combined costs of the first floor and garden level spaces, as well as the projected property taxes, were slightly less than their 2015 rental cost. ABC's, however, decided to not renew their lease for the 389 sf garden level space, which they had been using for storage. This was the only space not renewed under a 2016 lease.</p> <p>Visit Grand Rapids is the only tenant that did not have the term of their lease expiring at the end of the year. Their lease expires on March 31, 2016.</p>
Recommendation:	Approve the leases and authorize the GREDA President to execute them on behalf of GREDA
Required Action:	Consider a motion to approve the 2016 Central School leases with: Itasca Area Community Education, Jenna Salmela Photography, ABC's of Quilting, True North Salon and Spa, Lake Lover Trading Company, and ServeMinnesota Action Network
Attachments:	