

**SPECIAL MEETING OF THE
DULUTH ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, January 23, 2019 – 5:00 P.M.
LARGE CONFERENCE ROOM, FOURTH FLOOR, CITY HALL**

MINUTES

Call to Order: President McShane called the January 23, 2019 meeting of DEDA to order at 5:00 p.m.

Present: Zack Filipovich, Noah Hobbs, Tim McShane, Barb Russ, Nancy Aronson Norr

Others Present: Bob Asleson, Amanda Auvinen, Joan Christensen, Jason Hale, Keith Hamre, Heidi Timm-Bijold

Absent: Matt Cartier, Craig Chilcote

PUBLIC TO ADDRESS THE COMMISSION

PUBLIC HEARINGS

APPROVAL OF MINUTES: December 12, 2018 Special Meeting.

Vote to approve the December 12, 2018 meeting minutes: Unanimous
Hobbs/Filipovich (5-0)

APPROVAL OF CASH TRANSACTIONS – December 1, 2018 – December 31, 2018

Hamre noted these are straightforward end of the year cash transactions. There was a note on page one about administrative fees that were assessed in the amounts of \$67,437.50 from the Cambia Hills bond issuance and \$98,750 from the St. Luke's DEDA Bond issuance. Many were end of the year bills for the MRO facility (AAR), Temple Opera or the TIF Districts.

Vote to approve cash transactions: Vote: Unanimous Aronson Norr/Filipovich (5-0)

NEW BUSINESS

RESOLUTIONS FOR APPROVAL

1. **RESOLUTION 19D-01: RESOLUTION ELECTING OFFICERS FOR THE YEAR 2019**

Staff: None.

Discussion: Aronson Norr moved the following slate of candidates:

Tim McShane for President, Matt Cartier for Vice President, Zack Filipovich for Secretary and Barb Russ for Treasurer. All have agreed to these positions.

Vote to Approve Resolution 19D-01: Passed Unanimously. Aronson Norr/Hobbs (5-0)

2. **RESOLUTION 19D-02: ADOPTING A SCHEDULE OF REGULAR MEETING DATES FOR THE YEAR 2019**

Staff: Hamre had no comments.

Discussion: President McShane asked that meeting invites be sent out for all of the DEDA meeting dates for 2019.

Vote to Approve Resolution 19D-02: Passed Unanimously (Filipovich/Hobbs 5-0)

3. **RESOLUTION 19D-03: RESOLUTION AUTHORIZING AN AMENDMENT TO THE SUB-RECIPIENT FUNDING AGREEMENT WITH IPS CRANES INC. RELATING TO PROPERTY LOCATED AT 530 SOUTH 59TH AVENUE WEST**

Staff: Timm-Bijold explained that DEDA secured a contamination investigation and RAP development grant for the company IPS Cranes located near Striker Bay. IPS Cranes will need to do further environmental work at the site. IPS Cranes and its environmental consultant originally thought the grant-funded work would be completed in 2018. However, the land purchase transaction from Hallett Dock has taken longer than anticipated and as a result, the grant-funded work will extend into 2019. This amendment allows for that.

Discussion: None.

Vote to Approve Resolution 19D-03: Unanimous. (Filipovich/Aronson Norr 5-0)

4. **RESOLUTION 19D-04: RESOLUTION AUTHORIZING AN AGREEMENT WITH LAUNCH PROPERTIES LLC FOR MARKETING OF THE ATLAS INDUSTRIAL PARK**

Staff: Hamre stated this is a renewal of a contract with Launch Properties to do same marketing activities for Atlas Industrial Park. There were not a lot of opportunities to enact property sales. Launch is familiar with the site and can help us locate businesses and opportunities.

Discussion: Hobbs inquired about the first contract with DEDA and how Launch Properties would be compensated for their services. Hamre answered that they do get compensated in that manner so the company had incentive to recruit and show the sites.

Vote to Approve Resolution 19D-04: Passed Unanimously (Filipovich/Hobbs 5-0)

5. **RESOLUTION 19D-05: RESOLUTION AUTHORIZING AN AGREEMENT TO INSURE CERTAIN DEDA PROPERTY UNDER THE CITY OF DULUTH'S PROPERTY AND BOILER INSURANCE POLICIES IN AN AMOUNT NOT TO EXCEED \$18,937.89**

Staff: This is a standard insurance agreement that DEDA has working with the City of Duluth. This is for the two sites: the MRO facility where AAR is located and the Temple Opera. There may be a development agreement in the next couple of months for the sale of the Temple Opera. At that time, the coverage for the Temple Opera will come off. Insurance for the boilers will remain in place until there is a sale.

Discussion: None.

Vote to Approve Resolution 19D-05: Passed Unanimously (Hobbs/Aronson Norr 5-0)

DISCUSSION

DIRECTOR'S REPORT

Work with President McShane to schedule a strategic planning workshop with the DEDA commission about the Imagine Duluth 2035 and the strategic projects and strategic initiatives. The purpose is to layout work tasks for 2019 and 2020. The intention of the Imagine Duluth 2035 plan is to have an implementation schedule in front of DEDA, the Planning Committee and the City Council in order to have a report card to show what the City/DEDA are moving the ball forward on in the community.

Aronson Norr stated she would like to see the strategic planning workshop around the normal commission meetings time or week.

McShane inquired about closing date for Temple Opera. Hamre said there is no identified closing date for Temple Opera.

ADJOURNMENT: President McShane adjourned the January 23, 2019 special meeting of the DEDA at 5:15 p.m.

Respectfully submitted



Keith Hamre
Executive Director
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