

**MEETING OF THE
DULUTH ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, October 23, 2013 - 5:15 p.m.
Room 303, City Hall**

MINUTES

Call To Order: The October 23, 2013, meeting of DEDA was called to order by President Monaco at 5:15 p.m.

Present: Nancy Aronson Norr, Dan Hartman, John Heino, Emily Larson, Tim McShane, Don Monaco

Absent: Jay Fosle

Others Present: Joan Christensen, Christopher Eng, Steve Marshik, Kevin Scharnberg

APPROVAL OF MINUTES: September 25, 2013 and September 30, 2013 Special Meeting. Accept as written. Vote Unanimous McShane/Hartman (6-0)

RESOLUTIONS FOR APPROVAL

NEW BUSINESS

- 1. RESOLUTION 13D-33: RESOLUTION APPROVING A PARKING LOT LICENSE AGREEMENT BETWEEN BARR ENGINEERING AND INTERSTATE PARKING COMPANY OF MINNESOTA LLC RELATED TO THE STEAM PLANT AND IRVIN LOTS AND CONDITIONALLY AGREEING TO HONOR ITS TERMS THROUGH MARCH 31, 2024**

Staff: Eng explained that Barr Engineering is expanding and relocating to a new site in Canal Park and they want parking for their employees. It is a ten year lease between Barr and Interstate Parking, to allow Barr employees exclusive use of the Irvin and Steam Plant lots from 6 AM to 6 PM Monday through Friday; after 4 PM or on weekends, any empty spots may be purchased by the public. The agreement DEDA currently has with Interstate Parking is a five year agreement, so if they are no longer the parking manager for these lots after five years, DEDA will become manager of these lots or assign it to a new manager.

Discussion:

Vote to Approve Resolution 13D-33: Passed Larson/Hartman (4-0-2) McShane and Monaco abstain

2. RESOLUTION 13D-34: RESOLUTION AMENDING AND APPROVING THE 2013 DEDA BUDGETS

Staff: Eng and Scharnberg went over the changes since the last budget update.

Discussion: Many items in the budget were discussed among the group.

Vote to Approve Resolution 13D-34: Passed Unanimously Heino/McShane (6-0)

3. RESOLUTION 13D-35: RESOLUTION APPROVING CHANGES TO THE POLICIES OF THE WEST DULUTH STOREFRONT LOAN PROGRAM

Staff: Eng explained that they are making a few changes to the policies to make the program more attractive, accessible and flexible to businesses. It will allow a bigger percentage of assistance to businesses with the help of partners, including the Entrepreneur Fund, assisting with funding.

Discussion: Larson asked about marketing and end date for the money to be spent. Eng said marketing will begin this week if passed, and they hope to have \$250,000 used in the next year. McShane recommended that DEDA go to the banks to make sure they have a clear idea of this program because business owners will possibly go right to the bank instead of directly to DEDA.

Vote to Approve Resolution 13D-35: Passed Unanimously Heino/Larson (6-0)

4. RESOLUTION 13D-36: RESOLUTION AUTHORIZING A CONTAMINATION INVESTIGATION AND RESPONSE ACTION PLAN DEVELOPMENT GRANT APPLICATION IN THE AMOUNT OF \$31,500 TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT RELATING TO CITY PROPERTY LOCATED AT 40TH AVENUE EAST AND JAY STREET AND COMMITTING A LOCAL MATCH IN THE AMOUNT OF \$10,500

Staff: Timm-Bijold said that this site was used to house a City gas holder tank many years ago. Staff decided to apply for a contamination clean-up grant to clean up the site for a possible future housing project. The clean-up process would need to be done for many possible future use scenarios, whether it is housing or another use.

Discussion:

Vote to Approve Resolution 13D-36: Passed Unanimously Norr/McShane (6-0)

5. RESOLUTION 13D-37: RESOLUTION AUTHORIZING A FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH BLUESTONE COMMONS, LLC. RELATED TO THE BLUESTONE COMMONS PROJECT

Staff: Christensen explained that this amendment allows the developer to make changes regarding the phases of the project within and between its sister corporations.

Discussion:

Vote to Approve Resolution 13D-37: Passed Larson/Hartman (6-0)

6. RESOLUTION 13D-38: RESOLUTION AUTHORIZING A LICENSE AGREEMENT WITH THE CITY OF DULUTH TO DISPOSE OF SNOW ON DEDA LOT D

Staff: Timm-Bijold said that a letter from the Minnesota Pollution Control Agency Voluntary Investigation and Cleanup program was received by DEDA stating that snow storage on Lot D would be allowed with certain restrictions. It is a three year agreement, but there is a 10-day cancellation notice option if DEDA wants to terminate the agreement early.

Discussion:

Hartman leaves 6:21 PM.

Vote to Approve Resolution 13D-38: Passed Norr/McShane (5-0)

DISCUSSION

1. DIRECTOR'S REPORT

A) A special meeting may be required for the sale of the AET property. If so, a meeting request will be sent out soon.

B) The DEDA website RFQ was narrowed down to three responses and interviews will happen in the next couple weeks.

ADJOURNMENT: President Monaco adjourned the October 23, 2013 meeting of the DEDA at 6:28 p.m.

Respectfully submitted,



Christopher T. Eng
Executive Director

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