

**MEETING OF THE
DULUTH ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, August 24, 2016 - 5:15 p.m.
COUNCIL CHAMBERS, THIRD FLOOR CITY HALL**

MINUTES

Call To Order: The August 24, 2016 meeting of DEDA was called to order by President Norr at 5:15 p.m.

Present: Craig Chilcote, Zack Filipovich, Elissa Hansen, Tim McShane, Nancy Aronson Norr, Barb Russ

Excused: None

Others Present: Joan Christensen, Ingrid Hornibrook, John Ramos, Heather Rand, Heidi Timm-Bijold

APPROVAL OF MINUTES: June 22, 2016. Accept as written. Vote: Unanimous
McShane/Filipovich (6-0)

NEW BUSINESS

APPROVAL OF CASH DISBURSEMENTS – June-July 2016

Vote: Unanimous Hansen/Filipovich (6-0)

RESOLUTIONS FOR APPROVAL

1. **RESOLUTION 16D-29: RESOLUTION AUTHORIZING AGREEMENT WITH AMI CONSULTING ENGINEERS P.A. FOR ENVIRONMENTAL CONSULTANCY SERVICES IN AN AMOUNT TO EXCEED \$80,000 RELATED TO THE ENVIRONMENTAL REMEDIATION OF LOT D**

Staff: Timm-Bijold provided a simultaneous overview of 16D-29 and 16D-30 as they are closely related. DEDA received a \$200,000 cleanup grant for Lot D that requires a 20% match. \$29,500 has been spent so far. Timm-Bijold explained that the remainder of the awarded grant funds will be used to implement the excavation of a materials management plan. The removal of those materials will be done by Veit. The AMI agreement will provide the oversight for this project. DEDA staff will work with AMI to monitor 16D-29 & 30. Timm-Bijold explained there may be a request for an extension due to SHPO wanting to do a historic assessment and an archaeological survey before work begins.

Discussion: Norr asked if Veit will be expecting to rebid the work since SHPO's request is delaying the project. Timm-Bijold answered that SHPO will communicate with Veit to

see if they will agree to it being extended to December 15th. Waiting for a reply back from Veit.

Hansen inquired about the amounts spent so far regarding a \$19,500 discrepancy. Timm-Bijold answered that staff is reserving that amount as a buffer to get the work done.

Filipovich asked about grants regarding SHPO surveys. Timm-Bijold answered that staff can tap an EPA grant to do the additional surveying SHPO is requesting.

Vote to Approve Resolution 16D-29: Passed Unanimously (Chilcote/Russ 6-0)

2. **RESOLUTION 16D-30: RESOLUTION AUTHORIZING AGREEMENT WITH VEIT & COMPANY, INC. FOR ENVIRONMENTAL CLEAN-UP SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000 RELATED TO THE ENVIRONMENTAL REMEDIATION OF LOT D**

Staff: See 16D-29

Vote to Approve Resolution 16D-30: Passed Unanimously Filipovich/Hansen (6-0)

3. **RESOLUTION 16D-31: RESOLUTION AUTHORIZING A THIRD AMENDMENT TO AN ESCROW AND DISBURSEMENT AGREEMENT WITH PIER B HOLDING, LLC AND FIRST AMERICAN TITLE D/B/A CONSOLIDATED TITLE AND ABSTRACT COMPANY**

Staff: Timm-Bijold confirmed with a project manager and D/B/A Consolidated Title and Abstract Company that the project would be done by September 30th, 2015.

Vote to Approve Resolution 16D-31: Passed unanimously McShane/Filipovich (6-0)

4. **RESOLUTION 16D-32: RESOLUTION AMENDING BYLAWS BY ADDING A NEW SECTION 3.13 PERTAINING TO PUBLIC ADDRESSING THE COMMISSION**

Staff: Rand explained this resolution provides formal guidelines to the DEDA president, staff, and those members in the DEDA meeting audience wishing to address the commission.

Vote to Approve Resolution 16D-32: Passed Unanimously McShane/Filipovich (6-0)

DISCUSSION

DIRECTOR'S REPORT

Commissioners should expect a 2017 DEDA budget proposal in October.

Project updates regarding the NorShor, Temple Opera, Pastoret Terrace, Lot D, and 1200 Fund Advance West loan program were provided.

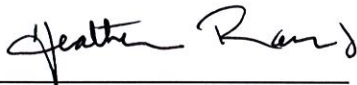
Russ inquired about formal agreement regarding the Pastoret Terrace with St. Louis County. Rand indicated there are formal resolutions through the County. Filipovich wanted to make sure staff is requesting that RFPs for Pastoret include historic renovation. Rand confirmed that staff are asking developers to respond to one of three scenarios: historic renovation, demolition, and new build and/or incorporate adjoining lots on the block.

McShane asked if there are still tenants in Temple Opera. Rand answered that there are still tenants. McShane wondered about the cash flow regarding the building. Rand answered that staff is working on putting together a three-year snapshot and will share when complete, but that building is not a revenue generator for DEDA.

Filipovich wished to open the conversation regarding a business subsidy and staying consistent with the City policy at a later date.

ADJOURNMENT: President Aronson Norr adjourned the August 24, 2016 meeting of the DEDA at 5:54 p.m.

Respectfully submitted

A handwritten signature in cursive script that reads "Heather Rand". The signature is written in dark ink and is positioned above a horizontal line.

Heather Rand
Executive Director

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