

**MEETING OF THE
DULUTH ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, August 23 - 5:15 p.m.
COUNCIL CHAMBERS, THIRD FLOOR CITY HALL**

MINUTES

Call To Order: The August 23, 2017 meeting of DEDA was called to order by President McShane at 5:16 p.m.

Present: Nancy Aronson Norr, Craig Chilcote, Elissa Hansen, Tim McShane

Others Present: Ingrid Hornibrook, Bob Asleson, Heather Rand, Randy Lasky, Ian Vincent, Brian Hansen, John Raymos

Absent: Matt Cartier, Zack Filipovich, Barb Russ

PUBLIC TO ADDRESS THE COMMISSION

PUBLIC HEARINGS

APPROVAL OF MINUTES:

Vote to approve the July 26, 2017 meeting minutes: Unanimous Hansen/Chilcote (4-0)

APPROVAL OF CASH TRANSACTIONS – July 01, 2017 – July 31, 2017

Vote to approve cash transactions: Unanimous Norr/Hansen (4-0)

Rand pointed out grant line items and explained what those dollars are used for. Rand also addressed expenditures related to the NorShor Theater.

Chilcote asked why Temple Opera expenses exceed income on the Temple Opera Building. Rand explained the expenditures related to remodeling costs. Rand updated the group on the real estate listing of the Temple Opera building.

NEW BUSINESS

RESOLUTIONS FOR APPROVAL

1. **RESOLUTION 17D-21: RESOLUTION AUTHORIZING THE DEDA EXECUTIVE DIRECTOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH AREA PARTNERSHIP FOR ECONOMIC EXPANSION (APEX) FOR**

MARKETING THE NORTHFORCE TALENT COMMUNITY DATABASE

Staff: Ian Vincent gave a presentation outlining the action of both Resolutions 17D-21 and 17D-22, which included the history of NORTHFORCE, updates on initiatives, an update on the new NORTHFORCE website, statistics up to August 2017, and updates on how NORTHFORCE is gathering more data. Brian Hanson gave a financial update on NORTHFORCE and how the organization is working towards self-sustainability and the use of NORTHFORCE to recruit businesses in the future.

Discussion:

Vote to Approve Resolution 17D-21: Passed Unanimously (Norr/Chilcote 4-0)

2. **RESOLUTION 17D-22: RESOLUTION AUTHORIZING THE DEDA EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH NORTHSPAN GROUP INC. PERTAINING TO THE NORTHFORCE.ORG WEBSITE AND TALENT COMMUNITY DATABASE IN THE AMOUNT UP TO \$25,500**

Staff: See notes under agenda item 2.

Discussion: Norr requested NORTHFORCE staff work with existing employers to fill their open positions. Ian Vincent answered that existing larger industries recruit the type of employers they are looking for better than NORTHFORCE is able, therefore NORTHFORCE focuses on recruiting trailing spouses and marketing the region.

Vote to Approve Resolution 17D-22: Passed Unanimously (Hansen/Chilcote 4-0)

3. **RESOLUTION 17D-23: RESOLUTION ADOPTING AN AMENDMENT TO THE TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 16 (COUNTY NO. 57)**

Staff: Rand explained that this amendment would help to capture and make sound use of additional funds generated by TIF District 16 prior to its expiration.

Discussion:

Vote to Approve Resolution 17D-23: Passed Unanimously (Norr/Hansen 4-0)

4. **RESOLUTION 17D-24: RESOLUTION AUTHORIZING EXECUTIVE DIRECTOR TO CONTRACT WITH LHB, INC. FOR CONCEPTUAL DESIGN SERVICES FOR THE TECH VILLAGE TO NORSHOR THEATRE SKYWALK CONNECTION IN THE AMOUNT OF \$35,500 AND STATING DEDA'S CONDITIONAL INTENT TO CONTRACT WITH LHB FOR ALL DESIGN SERVICES RELATED TO SAID SKYWALK**

Staff: Rand explained the desire of downtown businesses and the Greater Downtown Council to complete the skywalk and this resolution would move the process of skywalk completion forward.

Discussion: Norr asked about early engagement about affected business owners. Rand said that the Fond du Lac Tribe has been engaged as have businesses in the area and they are receptive to the completion of the skywalk and are aware that they would have to enter into an agreement with adjoining property owner.

Vote to Approve Resolution 17D-24: Passed Unanimously (Chilcote/Hansen 4-0)

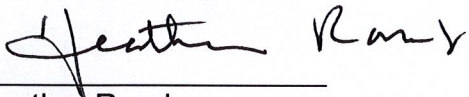
DISCUSSION

DIRECTOR'S REPORT

Rand updated Commissioners on Lot D, the Business Development team's work on assisting six local business with expansions, redevelopment of Lake Avenue and 1st Street, the possible creation of a new TIF district in West Duluth, the Duluth Manufacturer's Tour on National Manufacturer's Day, and the Workforce Development Summit. Hansen updated everyone on the Imagine Canal Park event.

ADJOURNMENT: President McShane adjourned the August 23, 2017 meeting of the DEDA at 6:14 p.m.

Respectfully submitted



Heather Rand
Executive Director

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