



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
ci.northfield.mn.us

## Meeting Minutes - Draft Economic Development Authority

---

Thursday, February 23, 2017

7:30 AM

---

### Rollcall

**Present:** 6 - Todd Bornhauser, Andrew Ehrmann, Jessica Peterson White, Rhonda Pownell, Fred Rogers and Mike Strobel

**Absent:** 1 - Britt Ackerman

### Note

*Also in attendance: EDA Youth Representative Olaf Sorenson, Economic Development Coordinator Nate Carlson, Community Planning and Development Director Chris Heineman, City Administrator Ben Martig, Administrative Assistant Mikayla Fischer, Jon Denison and three other citizens.*

### I. Call to Order and Approval of Agenda

*President Bornhauser called the meeting to order at 7:30am.*

### II. Approval of Minutes

1. [17-664](#) Draft 01-27-2017 EDA Meeting Minutes

**Attachments:** [01-27-2017 EDA Minutes](#)

**A motion was made by Pownell, seconded by Strobel, to approve the 01-27-2017 EDA minutes. The motion carried by the following vote:**

**Yes:** 6 - Bornhauser, Ehrmann, Peterson White, Pownell, Rogers and Strobel

### III. Finances

2. [17-665](#) January 2017 EDA Financials

**Attachments:** [1 - January 2017 EDA Loan Report](#)  
[2 - January 2017 EDA Finances](#)

### IV. New Business Items

3. [17-666](#) Northfield Business Subsidy Policy Review

**Attachments:** [1 - Business Subsidy Policy 2003](#)  
[2 - MN Statute 116J.994 - Business Subsidy](#)

*Carlson and Heineman reviewed the staff report and answered timeline and policy*

*questions posed by the EDA.*

**A motion was made by Strobel, seconded by Pownell, to approve staff to move forward with revising the Northfield Business Subsidy Policy and include vetting and input by the Executive Committee and EDA Board throughout the process before City Council approval. The motion carried by the following vote:**

**Yes:** 6 - Bornhauser, Ehrmann, Peterson White, Pownell, Rogers and Strobel

4. [17-667](#) Consideration of Property Assessed Clean Energy (PACE) Program

**Attachments:** [1 - PACE Factsheet](#)

[Hyperlink](#)

*Heineman reviewed the staff report on the Property Assessed Clean Energy (PACE) program. Heineman and Carlson answered questions posed by the EDA Directors regarding the PACE program functions and specifics to properly market the program.*

**A motion was made by Peterson White, seconded by Pownell, to approve a joint powers agreement with the St. Paul Port Authority implementing the Property Assessed Clean Energy program. The motion carried by the following vote:**

**Yes:** 6 - Bornhauser, Ehrmann, Peterson White, Pownell, Rogers and Strobel

5. [17-668](#) Northfield Micropolitan Summit

**Attachments:** [1 - Micropolitan Letter](#)

[2 - Minnesota Micropolitan Article](#)

[3 - Micropolitan Rate Sheet](#)

*Heineman reviewed the Micropolitan Summit to be hosted in Northfield on Tuesday, June 7th, 2017. Heineman and Carlson answered questions from the EDA regarding focus of summit agenda and facilitation.*

**A motion was made by Strobel, seconded by Rogers, to approve a Northfield Micropolitan Summit on June 7th, 2017. The motion carried by the following vote:**

**Yes:** 6 - Bornhauser, Ehrmann, Peterson White, Pownell, Rogers and Strobel

6. [17-669](#) Strategic Planning Process Update

**Attachments:** [Strategic Plan Proposal-Northfield EDA](#)

*Heineman reviewed the City Council Strategic Planning process.*

## V. Reports

- a) Commissioner Comments and Reports
- b) Staff Updates and Reports
- c) Comments from the Chair

7. [17-670](#) NEC Update

*Carlson reviewed the collaborative effort between the NEC and EDA.*

8. [17-671](#) Business Expansion Update

*Heineman updated the EDA on a \$70 million business expansion called Project Woodbend.*

## VI. Future Meeting Schedule

9. [17-672](#) EDA Future Meeting Schedule

**Attachments:** [1 - Future Meeting Schedule](#)

*President Bornhauser congratulated the Northfield Girls Hockey on winning their first game at the State Tournament.*

*Rogers stated Carleton College has approved a \$97 million renovation project of their science complex.*

## VII. Adjournment

*President Bornhauser adjourned the meeting at 9:15am.*