



# City of Northfield

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

## Meeting Minutes - Final Economic Development Authority

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Thursday, October 24, 2019

7:30 AM

Council Chambers

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### Rollcall

*Others present: Economic Development Coordinator Nate Carlson, Community Development Specialist Mikayla Schmidt, Community Development Director Mitzi Baker, Tsidra Jones, Maggie McKenna, Sam Wilmes, and Youth Representatives Celine Falcon-Geist and Alex Baraniak.*

**Present:** 6 - Britt Ackerman, Andrew Ehrmann, Enoch Blazis, Rachel Leatham, Jessica Peterson White and Rhonda Pownell

**Absent:** 1 - Mike Strobel

### Call to Order and Approval of Agenda

*President Ehrmann called the meeting to order at 7:33am.*

**A motion was made by Ackerman, seconded by Peterson White, to approve the agenda. The motion carried by the following vote:**

**Yes:** 5 - Ackerman, Ehrmann, Blazis, Leatham and Peterson White

**Not Present:** 1 - Pownell

### Approval of Minutes

1. [19-1156](#) EDA Meeting Minutes

**Attachments:** [1 - 09-26-2019 EDA Meeting Minutes](#)

**A motion was made by Peterson White, seconded by Leatham, to approve the 09-26-2019 EDA meeting minutes. The motion carried by the following vote:**

**Yes:** 5 - Ackerman, Ehrmann, Blazis, Leatham and Peterson White

**Not Present:** 1 - Pownell

### Finances

2. [19-1157](#) September 2019 EDA Financials

**Attachments:** [1 - September EDA Finances 2019](#)  
[2 - Septemeber EDA Loan Report 2019](#)

*Carlson noted funds for the purchase of 510 Washington St. came from EDA reserves.*

## Public Hearing

### 3. [19-1158](#) EDA Public Hearing on Sale of 510 Washington Street

*President Ehrmann read the public hearing statement.*

*Carlson stated the history of the 510 Washington St. S. property and the request to contribute the land to Rebound Stencil Development as part of the 5th Street Lofts project.*

**A motion was made by Ackerman, seconded by Leatham, to approve open the public hearing at 7:36am. The motion carried by the following vote:**

**Yes:** 5 - Ackerman, Ehrmann, Blazis, Leatham and Peterson White

**Not Present:** 1 - Pownell

*There were no comments from the public.*

**A motion was made by Ackerman, seconded by Peterson White, to close the public hearing at 7:38am. The motion carried by the following vote:**

**Yes:** 5 - Ackerman, Ehrmann, Blazis, Leatham and Peterson White

**Not Present:** 1 - Pownell

## New Business

### 4. [EDA Res. 2019-006](#) EDA Resolution Approving Sale of 510 Washington Street

**Attachments:** [1 - EDA Resolution 2019-006](#)  
[2 - Purchase Agreement EDA to Rebound](#)

*President Ehrmann asked from comments from the board.*

*Leatham stated this is a good step, approving the sale of 510 Washington St. S., as it shows the EDA is willing to take risk and invest in development. Baraniak noted he has faith in the developer, Rebound Stencil, based on their past projects and thinks it is great that the EDA is willing to help them with the project. Ackerman asked if the claw backs and extensions would come back to the EDA for approval and Carlson stated they would. Peterson White noted her support for the project.*

*Pownell entered the meeting at 7:41am.*

**A motion was made by Leatham, seconded by Peterson White, to approve EDA Resolution 2019-006 approving the sale of 510 Washington St. S. to Rebound Stencil Development, LLC for \$1.00. The motion carried by the following vote:**

**Yes:** 6 - Ackerman, Ehrmann, Blazis, Leatham, Peterson White and Pownell

### 5. [EDA Res. 2019-007](#) EDA Resolution Approving \$250,000 EDA Revolving Loan to Rebound Stencil Development, LLC

**Attachments:** [1 - EDA Resolution 2019-007](#)  
[2 - Loan Agreement 5th Street Lofts](#)  
[3 - Mortgage Deed 5th Street Lofts](#)

*President Ehrmann introduced the item and Carlson stated the developer approved the contract before the EDA. The developer has begun site preparation for the project.*

*Ackerman asked if the EDA would want to pursue a personal guarantee from not just Rebound, but Stencil as well. Carlson felt it wasn't necessary as there are other securities in place through the mortgage, subordination agreement and a personal guarantee from Rebound. Ackerman stated she does not support the resolution in it's current state and offered an amendment to the motion, which added a second personal guarantee from Stencil. The motion was seconded by Pownell, but failed on the vote.*

**A motion was made by Peterson White, seconded by Pownell, to approve EDA Resolution 2019-007 approving a \$250,000 EDA Revolving Loan to Rebound Stencil Development, LLC. The motion carried by the following vote:**

**Yes:** 5 - Ehrmann, Blazis, Leatham, Peterson White and Pownell

**No:** 1 - Ackerman

**6. [19-1159](#) Strong & Starlike Consultant Final Report**

**Attachments:** [1 - 2019 Summary Report-Exploration of Business Environment for Minority-Owned Businesses](#)

*Tisdra Jones, Strong & Starlike, presented her and Maggie McKenna's findings on the business environment for minority-owned businesses in Northfield. Jones noted three key findings, three main recommendations and four next steps to continue the process.*

*Discussion was held on:*

- the businesses contacted were excited to be heard and part of the process,*
- how connecting with all the minority businesses in Northfield will take up to 3 years to establish a working relationship and programming,*
- translation of documents,*
- how this is a continued learning opportunity for cultural competency and inclusive practices,*
- and how similar-sized cities like St. James and Worthington are doing community outreach, adjusting their boards and staff to better reflect their communities, and following through on their word and work.*

*President Ehrmann thanked Jones and McKenna for their work and asked to provide staff a route to connect with them in the future.*

## Reports and Discussion Items

**7. [19-1160](#) EDA Future Meeting Schedule**

**Attachments:** [1 - Future Meeting Schedule 10-24-19](#)

*Carlson noted the November agenda will have many items including presentations by Michael Sparby on Agricultural Utilization Rural Institute and Ben Martig on the Strategic Plan target modifications. Ackerman noted she will have to leave the November meeting at 8:00am.*

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

*Pownell noted the City sponsored board and commission training that was held and encouraged board members to attend. She spoke on the importance of diversity and inclusion discussions.*

*Baker stated the MNDOT property on Highway 3 and Woodley Street would not become available until mid-year 2021. She noted disposal of the property is unknown and several agencies may be interested.*

## **Adjournment**

**A motion was made by Peterson White, seconded by Ackerman, to adjourn the meeting at 8:58am. The motion carried by the following vote:**

**Yes:** 6 - Ackerman, Ehrmann, Blazis, Leatham, Peterson White and Pownell