

Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications

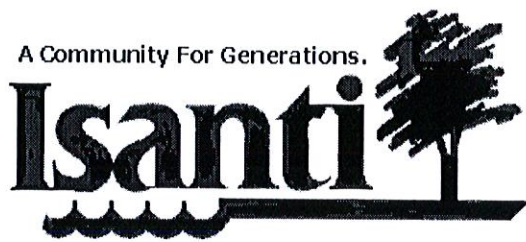
2. Consider Adoption of Resolution Approving Organization of Advisory Bodies per City Ordinance 181
 - a. Oath of Office (For New Members)
 - b. Election of 2016 President
 - c. Election of 2016 Vice-President
 - d. Election of 2016 President Pro-Tem
 - e. Election of 2016 Secretary
 - f. Election of 2016 Treasurer
 - g. Adoption of 2017 Meeting Schedule

3. Approve Minutes of December 6, 2016 Regular Economic Development Authority Meeting

4. 2014-2016 Minnesota Manufacturing Week Summary Report

5. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. EDAM- Winter Conference
 - d. CGI
 - e. CVN
 - f. Housing Starts in 2016
 - g. Business Arrivals and Departures in Isanti 2016

6. Adjournment



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: January 3, 2013
Subject: Organization of Advisory Bodies as per Ordinance 181

MEMO

Economic Development Authority Members for 2017 include: Tara Hallberg, (Vacant Commissioner Seat to be filled in 2017), Dan Collison (City Council), Paul Bergley (City Council), Ross Lorinser (City Council), Steve Lundeen (City Council) and Mayor George Wimmer (City Council).

According to Ordinance 181 and the By-laws of the EDA, the first meeting of the year is time to choose new officers of the Economic Development Authority. The **new** elected or appointed Authority members must also take an oral "Oath of Office" and sign the "Oath of Office" sheet.

- A. Oath of Office (**Not Required in 2017 as there are no new members**)
 - 1) Verbal Oath
 "I, (state your name), do solemnly swear to support the Constitution of the United States of America, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the Economic Development Authority of the City of Isanti, Minnesota, to the best of my judgment and ability."
 - 2) "Oath of Office" signatures – Form to be provided if necessary (Not required, no new members in 2017, all returning from prior year.)
- B. Election of 2017 EDA President
 Member Wimmer was appointed in 2016. Role: Preside at all meetings; sign EDA documents; submit recommendations and information as considered proper concerning the business affairs and polices of the Authority. Staff recommends selection of a President for 2016 and adopting this in attached Resolution 2017-1.
- C. Election of 2017 EDA Vice-President
 Member Lorinser was appointed in 2016. Role: Perform duties in the absence of the President. Staff recommends selection of a Vice President for 2016 and adopting this in attached Resolution 2017-1.
- D. Election of 2017 EDA President Pro-Tem (**Not Required as this position is utilized as needed**)
 In 2016 Keith Dragisich was appointed as President Pro-Tem. Role: Preside in the absence of the President and Vice-President. The Bylaws and Enabling Resolution imply that this done at the time of need.

- E. Election of 2017 EDA Secretary (typically Staff)
Economic Development Director Sullivan was appointed Secretary in 2016. Role: Keep minutes and maintain records. Staff recommends election of a Secretary and adopting this in attached Resolution 2017-1
- F. Election of 2017 EDA Treasurer
The Acting Finance Director was appointed in 2016. Staff would recommend appointing the Acting City of Isanti Finance Director for 2017. Role: Signatory of the Authority. Books are maintained by the City of Isanti Staff (Finance Director). Staff recommends election of a Treasurer and adopting this in attached Resolution 2017-1.
- G. Adoption of Bylaws and Official Seal
No Changes were made to the Bylaws and no formal action is requested. A copy of the existing Bylaws are attached to Resolution 2017-1 for reference purposes only.
- H. Adoption of 2016 Meeting Schedule
Staff recommends adoption Resolution 2017-1 which includes the meeting dates for the 2017 EDA meetings.

Action Requested:

- 1) Consider Adoption of Resolution 2017-1 attached hereto inserting names of appointed officers.

Attachments:

- 1) EDA Resolution 2017-1

**CITY OF ISANTI ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION 2017-1**

**RESOLUTION ORGANIZING THE ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF ISANTI MINNESOTA**

IT IS HEREBY RESOLVED by the Board of Commissioners (the "Board") of the Economic Development Authority of the City of Isanti Minnesota (the "EDA") as follows:

1. Recitals.

(a) On February 18, 2014 the City of Isanti Minnesota (the "City"), acting through its City Council, adopted a modified enabling resolution amending the membership of the governing body of the EDA pursuant to Minnesota Statutes, Sections 469.090 through 469.108 and the EDA adopted its Bylaws on June 2, 2015 incorporating changes to the meeting times and dates.

(b) The Board wishes to provide for the basic organization of the EDA, including appointment of officers.

2. Appointment of Officers. The Board hereby appoints and approves the following officers of the Economic Development Authority:

President	_____
Vice-President	_____
President Pro-Tem	_____
Secretary	Sean Sullivan, Economic Development Director
Treasurer	Acting City of Isanti Finance Director

The President shall be the chief presiding officer of the Board and shall have such other responsibilities as may be required by law or conferred on the President by resolution of the Board. In the absence of the President, the Vice-President shall assume all of said responsibilities of the President. The offices of President, Vice President, President Pro- Tem, Treasurer, and Secretary shall be elected annually, as required by law. The Secretary shall act as the chief recording officer for the Board and shall maintain a file of minutes of Board meetings and resolutions.

In accordance with Minnesota Statutes, Section 469.096, Subdivision 8, all checks of the EDA shall be signed by the Treasurer shall state the nature of the claim for which the check is issued. As required by law, the EDA shall adopt an official seal.

Regular Meetings of the Board. The Board shall hold regular meetings immediately following the 1st City Council Meeting on the 1st Tuesday of every month at Isanti City Hall. In the event that the 1st City Council Meeting of the month is moved due to a conflict (e.g. Election Day or precinct caucuses) the Authority meeting date will move to the same day as the 1st City Council Meeting of the month. The Board's regular meetings shall be held at such times as the Board may designate. For 2017, the following meeting dates are attached on Exhibit A:

3. Bylaws. A copy of the EDA Bylaws adopted on June 2, 2015 are attached hereto on Exhibit B. No amendments to the Bylaws are being presented for adoption at this time.

The following Commissioners were present: _____,

and the following were absent: None

The motion for the adoption of the foregoing resolution was introduced by Commissioner _____ and was duly seconded by Commissioner _____ and upon vote being taken thereon, the following Commissioners voted in favor thereof: _____,

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted and was signed by the President and Secretary.

Adopted by the Economic Development Authority Board of Commissioners on January 3, 2017.

By _____
President

Attest _____
Secretary

Official Seal

EXHIBIT A

**2017 ECONOMIC DEVELOPMENT AUTHORITY MEETING
SCHEDULE**

The Economic Development Authority shall hold regular meetings immediately following the 1st 7:00 p.m. City Council Meeting on the 1st Tuesday of every month at Isanti City Hall. All meetings are held at Isanti City Hall at 110 1st Avenue NW, Isanti, MN 55040 in the City Council Chambers. The 2017 scheduled meeting dates are below:

January 3, 2017

February 7, 2017

March 7, 2017

April 4, 2017

May 2, 2017

June 6, 2017

July 5, 2017 (Wed.)

August 2, 2017 (Wed.)

September 5, 2017

October 3, 2017

November 7, 2017

December 5, 2017

EXHIBIT B

BYLAWS OF THE ISANTI ECONOMIC DEVELOPMENT AUTHORITY

ARTICLE 1 - THE AUTHORITY

Section 1. Name of Authority. The name of the Authority shall be the "City of Isanti Economic Development Authority" (hereinafter the "Authority"), and its governing body shall be called the Board of Commissioners (hereinafter, the "Board").

Section 2. Seal of Authority. The Authority shall have an official seal, as required by Minnesota Statutes, Section 469.096, Subdivision 1. That seal shall be the seal of the City of Isanti Economic Development Authority attached hereto as Exhibit A-1.

Section 3. Office of Authority. The principal office of the Authority shall be at Isanti City Hall, 110 First Avenue NW, PO Box 428, Isanti, MN 55040 - 0428.

ARTICLE 2 - ORGANIZATION

Section 1. Officers. The officers of the Authority shall be a President, Vice President, Secretary, Treasurer. The President, Vice President, Secretary, Treasurer shall be elected each year at the annual meeting. No Commissioner may serve as President and Vice President at the same time. The offices of Secretary and Treasurer need not be held by a Commissioner.

Section 2. President. The President shall preside at all meetings of the Board. Except as otherwise authorized by Board resolution, the President and the Executive Director (the Vice President in either officers absence or incapacity) shall sign all contracts, deeds, and other instruments made or executed by the Authority. At each meeting, the President shall submit such recommendations and information as considered proper concerning the business affairs and policies of the Authority.

Section 3. Vice President. The Vice President shall perform the duties of the President in the absence or incapacity of the President; and in case of resignation or death of the President, the Vice President shall perform such duties as are imposed on the President until such time as the Board selects a new President.

Section 4. President Pro-Tem. In the event of the absence or inability of the President and Vice President to preside at any meeting, the Board may appoint any remaining Commissioner as the President Pro-Tem to preside at such meeting.

Section 5. Secretary. The Secretary shall keep or cause to be kept minutes of all Board meetings and shall maintain or cause to be maintained all records of the Authority. The Secretary shall also have such additional duties and responsibilities as the Board may from time to time and by resolution prescribe.

Section 6. Treasurer. The Treasurer shall serve as a signatory of the Authority only. The actual books of the Authority shall be maintained by the Finance Department of the City of Isanti.

Section 7. Executive Director. The Executive Director shall be designated from time to time by the Authority, shall be the chief appointed executive officer of the Authority, and shall have such additional responsibilities and authority as the Board may from time to time by resolution prescribe. The Executive Director shall serve at the pleasure of the Board.

Section 8. Advisory Committees. The Authority may by resolution establish one or more committees which are advisory to the Authority.

Section 9. Ex-Officio Board Members. The Authority shall be empowered to appoint up to two Ex-Officio members to the Authority for the purpose of advising the board. Said members shall not have voting rights and shall be appointed annually to one year terms.

Section 10. Vacancies. Should an office become vacant for any reason, the Board shall elect a successor from its membership at the next regular meeting, or at a special meeting called for such purpose, and such election shall be for the unexpired term of said officer.

Section 11. Unexcused Absences.

Absence by any Commissioner from any three meetings in a twelve (12) month period, unless excused in advance by the Chair, constitutes a vacancy. In the event of any vacancy, the Mayor with the approval of the City Council shall appoint a person to complete the unexpired term"; and

Section 12. Board Composition.

The EDA's governing body (Board of Commissioners) shall consist of a total of Seven (7) Commissioners, Five (5) of which shall be members of the City Council. All Commissioners shall be appointed by the Mayor with the approval of the City Council. The terms for those appointed shall be for six-years, except that City Council members shall be appointed annually. A vacancy is created, whenever a sitting member leaves the Board. The EDA has all powers and duties set forth in Section 469.090 to 469.108 of the Act and other law, except as limited by this resolution.

The Board of Commissioners shall be composed of adults 18 years or older that live within the City limits of the City of Isanti; own a business within the City of Isanti; and / or have a significant management role in running a business in the City of Isanti that gives them insight on the role of economic development in the City, overall community and business environment, or shall be members of the City Council of the City of Isanti.

ARTICLE 3 - MEETINGS

Section 1. Regular Meetings. The Board shall hold regular meetings immediately following the 1st City Council Meeting on the 1st Tuesday of every month at Isanti City Hall. In the event that the 1st City Council Meeting of the month is moved due to a conflict (e.g. Election Day or precinct

caucuses) the Authority meeting date will move to the same day as the 1st City Council Meeting of the month.

Section 2. Special Meetings. Special Board meetings may be called by the President, the Executive Director, or any two Board members. The Special Board Meeting shall be posted and/or publish notice of a special meeting as required by law. No other business other than that indicated on the posted notice shall be discussed at a special meeting.

Section 3. Annual Meeting. The annual meeting of the EDA Board shall be the first regular meeting of each year.

Section 4. Quorum. A quorum of the Board shall consist of a majority of total members of the board. In the absence of a quorum, no official action may be taken by, on behalf of, or in the name of the Authority.

Section 5. Adoption of Resolutions. Resolutions of the Board shall be deemed adopted if approved by not less than a simple majority of all Commissioners present, unless a different requirement for adoption is prescribed by law. Resolutions need not be read aloud prior to a vote taken thereon and final execution upon passage.

Section 6. Rules of Order. Board meetings shall be governed by the most recent edition of Robert's Rules of Order.

ARTICLE 4 - MISCELLANEOUS

Section 1. Fiscal Year. The fiscal year of the Authority shall coincide with the fiscal year of the City of Isanti.

Section 2. Treasurer's Bond. The Secretary and Treasurer shall not be required to be bonded. The City Treasurer and the members of the Finance Department shall be bonded.

Section 3. Financial Statement. The Authority's books shall be audited in conjunction with the City of Isanti's annual audit.

Section 4. Report to the City. The Authority shall annually meet and report to the Isanti City Council to inform and coordinate regarding the goals of the community.

Section 5. Budget to City. The Authority shall annually send its budget to the City Council, whose budget includes a written estimate of the amount of money needed by the Authority from the City in order for the Authority to conduct business during the upcoming fiscal year. The Authority shall comply with all City budgeting timelines.

Section 6. Employees. The Authority may select and recommend for employment to the City Council employees as it may require and determine their duties, qualifications, and compensation in accordance with the budget.

Section 7. Services. The Authority may contract for the services of consultants, agents, public accountants, and others as needed to perform its duties and exercise its powers. The Authority may also use the services of the City Attorney or hire a general counsel, as determined by the Authority. These contracts for service must be in accordance with the budget as approved by the City Council.

Section 8. Supplies, Purchasing, Facilities, and Services. The Authority may purchase the supplies and materials it needs in accordance with the budget. The Authority may use the facilities of the City's purchasing department. The City may furnish offices, structures, and space, stenographic, clerical, engineering, and other assistance to the Authority.

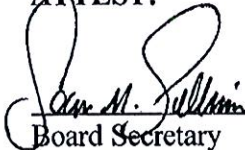
Section 9. Expenditures. The Authority purchases, shall be paid by check, issued by the Finance Department and signed by authorized signatories of the City of Isanti.

Approved by the Isanti Economic Development Authority this 2nd day of June 2015.



Board President

ATTEST:

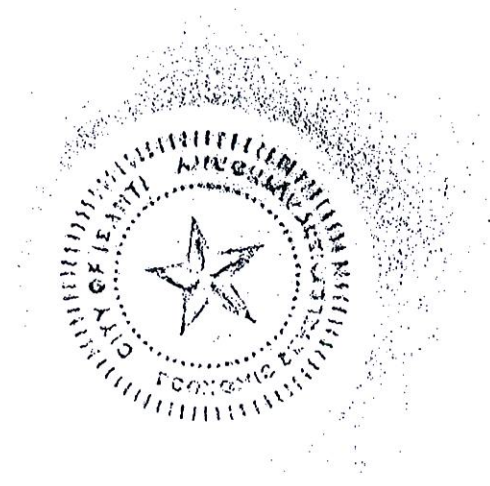


Board Secretary



Exhibit A-1

Form of Official Seal



**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
December 6, 2016
Isanti City Hall**

1. Call to Order

The meeting was called to order by President Wimmer at 7:30 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: George Wimmer, Keith Dragisich, Ross Lorinser, Dan Collison, Paul Bergley, Steve Lundeen and Tara Hallberg

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

2. Approval of Agenda

Motion to approve Agenda as presented by Lundeen, second by Collison, motion carried unanimously.

3. Approve Minutes of November 1, 2016 Regular Economic Development Meeting

Motion by Lorinser second by Collison to approve the minutes for November 1, 2016. Motion carried unanimously.

4. Consider Survey of Newly Constructed Houses/Residents

Economic Development Director Sullivan highlighted the steady growth Isanti has seen over the past three years and the opportunity to survey approximately 140 new households that has moved into newly constructed houses. He indicated that this sample would be a good group to survey to get an idea on why people are moving to Isanti. Information could be used to for economic development, marketing and planning. He also indicated that it would increase changes of a returned surveys if a self-addressed stamped envelope was included. Staff asked for feedback from the EDA.

Commissioner Hallberg stated that an incentive should be included in the survey to get a better response rate.

President Wimmer indicated that they had talked about this at a League of MN Cities conference and that new residents appreciated that the city wanted their feedback

Economic Development Director Sullivan and Commissioner Collison shared the opinion that if an incentive were used the person being surveyed would lose their confidentiality.

Commissioner Dragisich stated that he thought this was a good idea.

Commissioner Lundeen expressed concern at the cost for this survey, especially if the City didn't get a good return rate. He thought it might be better to ask local realtors.

Commissioner Collison requested some changes in the form letter to be sent signed by Mayor Wimmer.

Consensus of the EDA was that this information would be optional. It was also recommended to ask some local businesses for some gift cards that could be used as incentives. The ability to sign up for the incentive would be optional.

Motion by Lundeen, second by Bergley to recommend to the City Council to direct staff to add an incentive section to the survey, work with President Wimmer on the cover letter and to send out a survey to the residents of the houses constructed 2014-2016. This project to be funded from EDA Marketing 495 fund. Motion carried unanimously.

5. City of Isanti and Chamber Map Update

Economic Development Director Sullivan outlined the two map concepts and their purposes. He referenced the sizing of the map in the North 65 Chamber of Commerce and that it was now representing Isanti proportionally and fairly in the publication. Based on this change has asked if the EDA was comfortable moving forward with and ad in the publication.

Commissioner Bergley pointed out that the location of the Cities (Isanti, Braham and Cambridge) shown on the draft North 65 Chamber Map was not consistent to their actual location and this was a concern of his. Commissioners stated that the Isanti County map being on the reverse side helps minimize this concern.

Discussion ensued but consensus was that based on the change in the sizing of the map the EDA wanted to advertise in the publication.

Sullivan explained to the EDA that he has been working with ECM and other vendors to get quotes for a City of Isanti Map in addition to the Chamber map. At this point he has only able to get a solid quote for ECM but was waiting for quotes from two other vendors. He expressed concern at getting the project complete in order to get it in the March Isantian for delivery.

Commissioner Dragisich asked if the city had considered an App for a City map that would be mobile. Commissioner Dragisich asked if it would be better to have a less highway and more descriptive and fun map that residents might use more.

President Wimmer stated that he thought this was a good idea and that it had been discussed at a League of Minnesota Cities conference he had attended. He stated that the current city technology

is not where it needs to be to do something like this. He reference that the city will be getting GIS in the future (2018) and that once this was in place project like this would be possible.

Sullivan passed out a version of map done by Bolton and Menk that had only a City map on one side and places to visit and things to see on the other without a county map. He asked if the EDA would like to do something like this.

The consensus was that the Isanti County map was helpful as it helped in identifying the locations of specific cities in reference to each other and certain destinations. The EDA did want to keep the Isanti County Map as part of its publication and not replace it with other City or regional information.

Motion by Lundeen, second by Lorinser to recommend to City Council to purchase a business card sized ad in the North 65 Chamber of Commerce Map for a cost not to exceed \$300. Staff is to provide information for the ad that included City Logo, address and contact information for the city. This project to be funded from EDA Marketing 495 fund. Motion carried unanimously.

Motion by Lundeen, second by Dragisich to direct staff to continue work relating into process, quotes and design of Isanti of Isanti/County of Isanti Map to be mailed out in the Isantian and to ultimately bring to City Council for consideration.

6. Consider Recommendation for Installation of Real Estate Sign at 100 Dahlin

Sullivan presented the staff memo and highlighted the cost and design of the proposed sign. Cost were separated between actual cost of the sign (\$260.00), the posts (\$125) and the installation (\$200).

Discussion ensued. EDA commissioners referenced past practice in relation to the installation of sign and felt that the purchase of posts and installation should be done by public works.

Motion by Lundeen, second by Lorinser to recommend to the City Council accept the real estate sign design, cost and vendor for \$260.00 and to have public works purchase the posts and install the sign at 100 Dahlin Ave NE.

7. Other Business / Updates / Communications

Sullivan highlighted items on the Staff Memo including that O'Reilly Auto Parts was coming to town.

Sullivan read the letter of resignation submitted by Commissioner Dragisich.

The EDA and Staff thanked him for his service.

- a. Business Prospects/Projects
- b. GPS 45:93
- c. EDAM
- d. NLX Steering Committee
- e. CVN
- f. CGI

- g. Legislative Visit with House Speaker Kurt Daudt
- h. Tentative 2017 EDA Meeting Schedule
- i. Housing Starts in 2016
- j. Business Arrivals and Departures in Isanti 2016

6. Adjournment

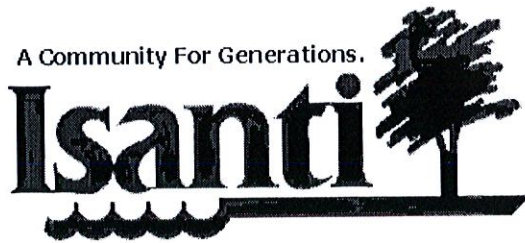
Lorinser motioned, seconded by Collison to adjourn at 8:02 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 6th Day of December, 2016.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority Members

From: Sean M. Sullivan, Economic Development Director

Date: January 3, 2017

Subject: 2014-2016 Minnesota Manufacturing Week Summary Report

In 2016 City Staff and Officials conducted 22 Business Retention/Expansion Visits for manufacturers in Isanti. City Staff then enters the data into the Salesforce Portal through Greater MSP for reporting purposes. Attached is a summary report that compares results from 2014 to 2016. Generally speaking the data suggests that 2016 was a solid year for local manufacturers. A few bullets worth noting are:

- Ratings for Assistance from Local Government/Non Profits and Attitude Toward Business categories improved significantly in 2016.
- United States remained the most common primary market (41%) and the Midwest Market (23%) grew.
- The Minnesota market decreased from 29% to 23% but Local Market increased from 5% to 9%.
- Plans for investment went down in all categories but some companies are still planning on investments in the next 3 years.

Community Business Climate Rankings (scale: 1 worst, 5 best)

- K-12 increased from 3.4 to 4.0
- Public Transportation fell from 3.1 to 2.5
- Lending by Local Lending Institutions increased from 3.3 to 4.0

All other items had a delta of less than 0.5. It should be noted that the following areas received a score less than 3 which signifies that businesses feel these areas are a negative for doing business in Isanti:

- Public Transportation fell from 3.1 to 2.5
- Cultural Opportunities
- Local Taxes fell from 2.7 to 2.6)
- Local Fees increased from 2.7 to 2.5

It should be also be noted that the following areas received a score of 4 or more which signifies that businesses feel these areas are a very positive for doing business in Isanti:

- K-12 increased from 3.4 to 4.0
- Recreational Opportunities increased from 3.8 to 4.0
- Housing Supply for Workforce increased from 4.0 to 4.3
- Lending by Local Financing Institutions increased from 3.3 to 4.0
- Assist from Local Government and Non Profits increased from 3.5 to 4.3
- Attitude Toward Business increased from 3.7 to 4.1
- Electric Reliability remained at 4.3

All other categories received at least a neutral or better rating for perceived business climate by Isanti manufacturers. The City of Isanti subscribes to Sales Force through Greater MSP which allows for the running of reports like the one attached.

Attachments

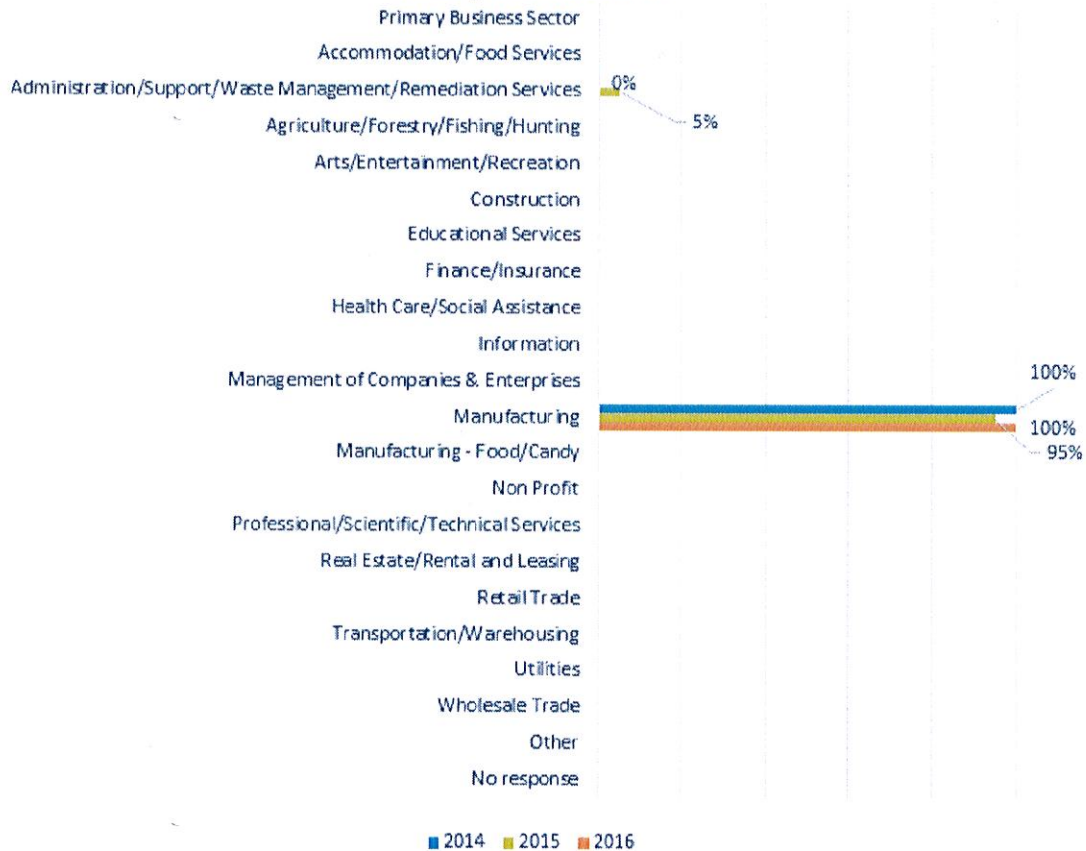
- 2014-2016 BRE Summary Report (color copies to be provided to members at meeting)



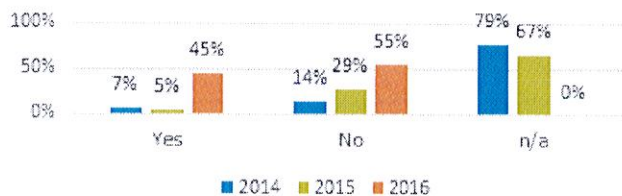
Report based on 57 BRE Surveys (14 Surveys in 2014; 21 Surveys in 2015; 22 Surveys in 2016)

Business Details

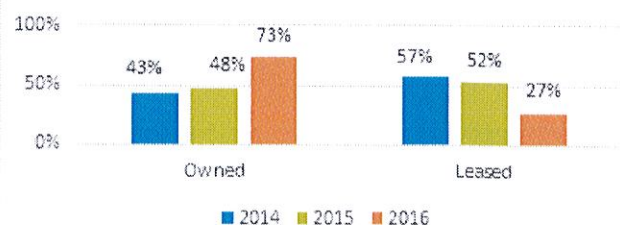
Primary Business Sector



Has this company introduced new products?

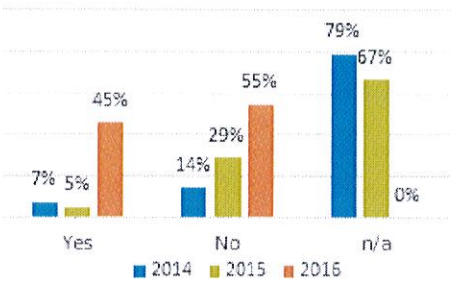


Is the facility owned or leased?

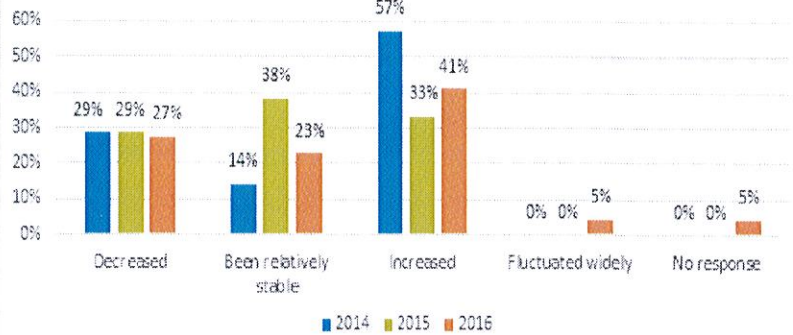


Business Details (continued)

Does this company have a succession plan?

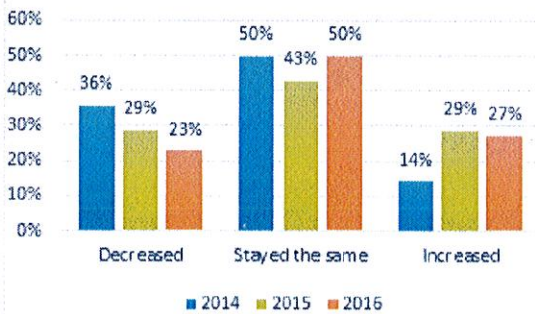


Status of Company Sales Over Past Year

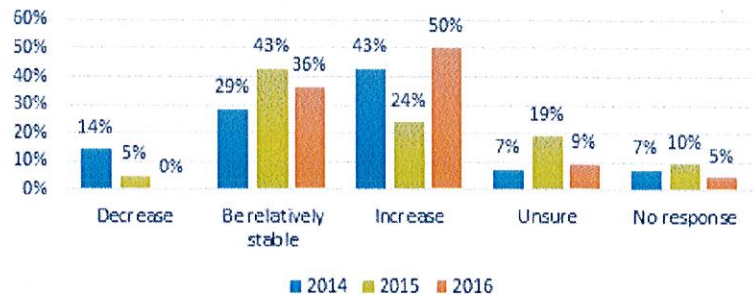


Local Employment and Workforce

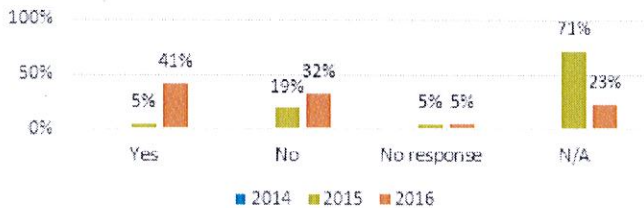
Status of Jobs Over Past Year



Expectations for Change in Number of Jobs



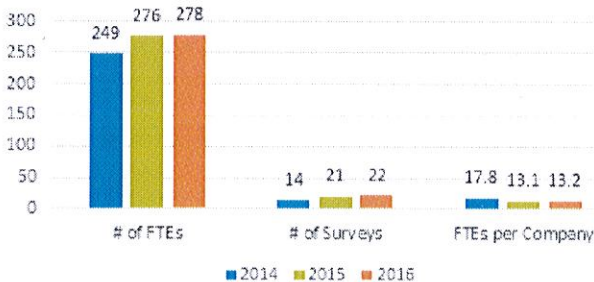
If increased, was it hard to fill jobs?
No information reported for 2014.



Why Openings are Hard to Fill
No information reported for 2014.

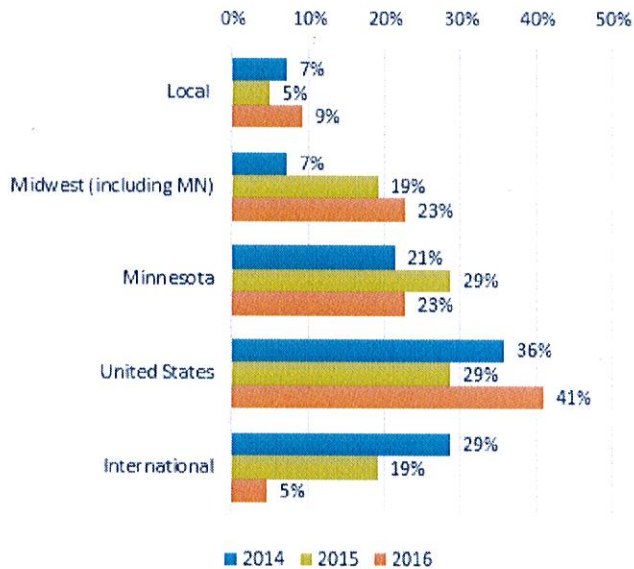


FTE Information for 2014-16



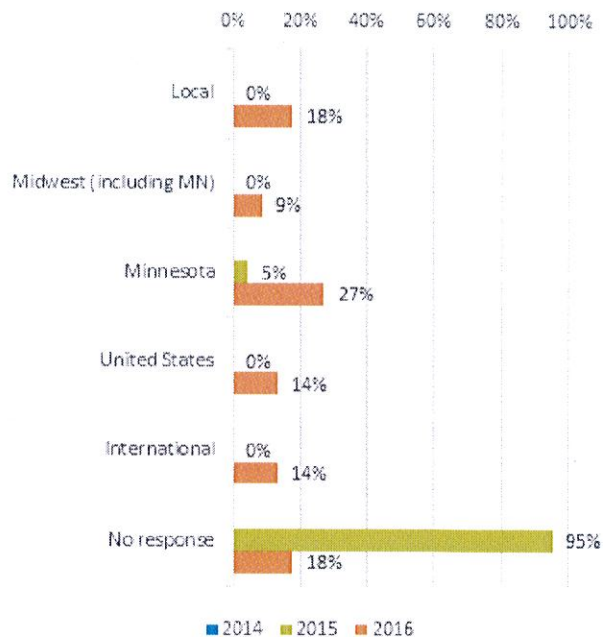
Market Information

Primary Market

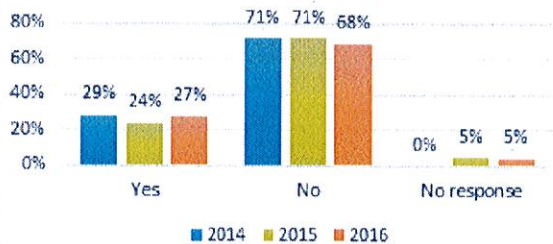


Company's Fastest Growing GEO Market

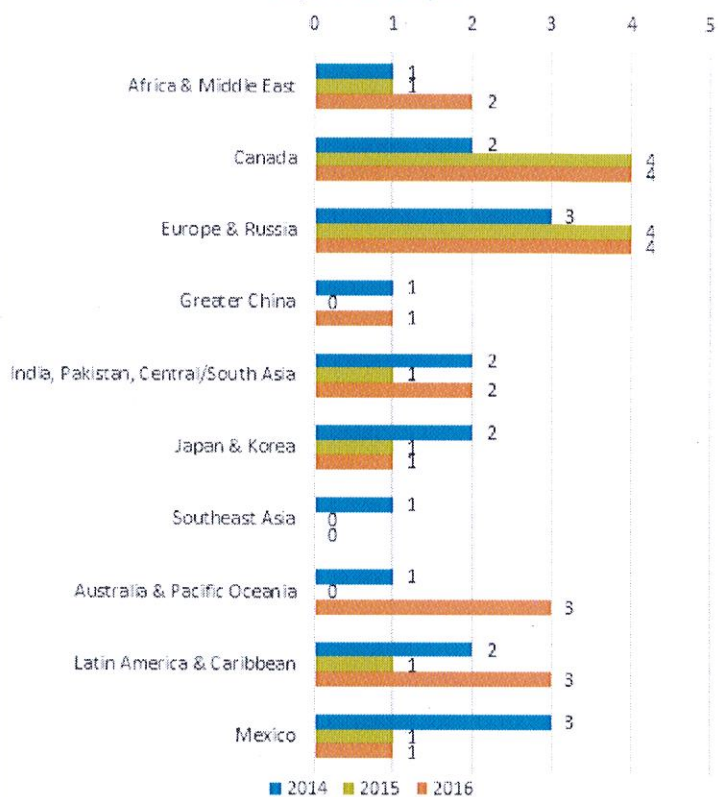
No information reported for 2014.



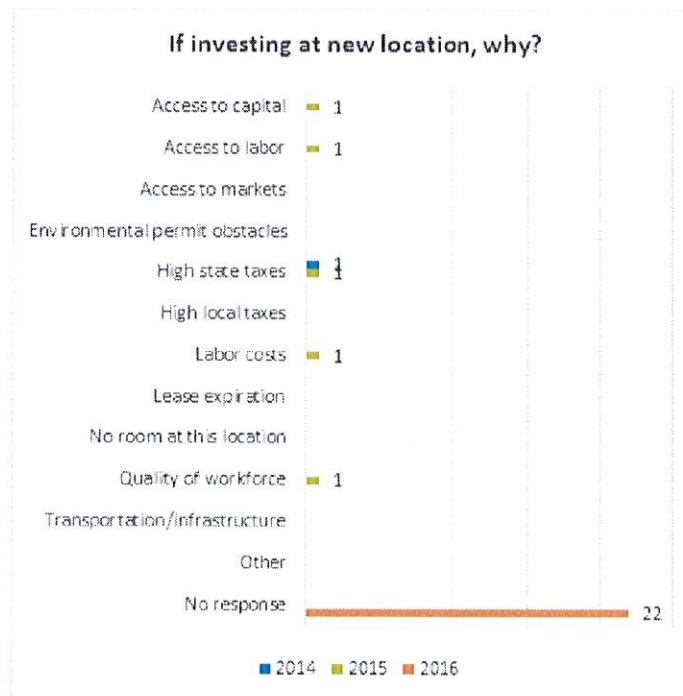
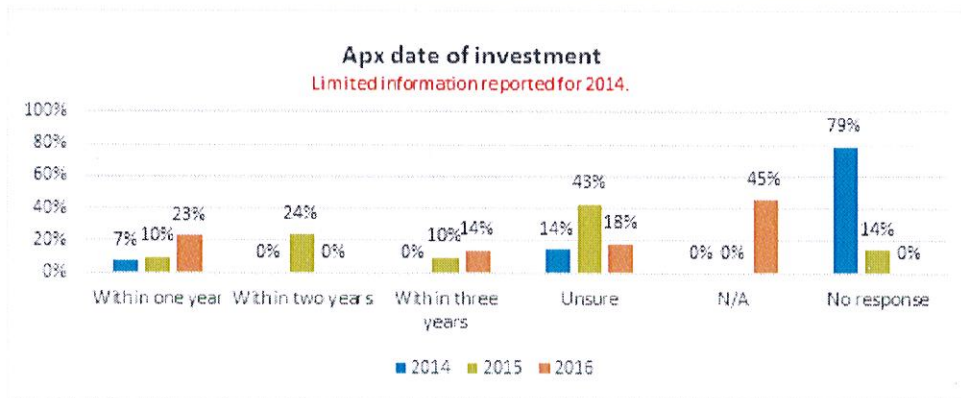
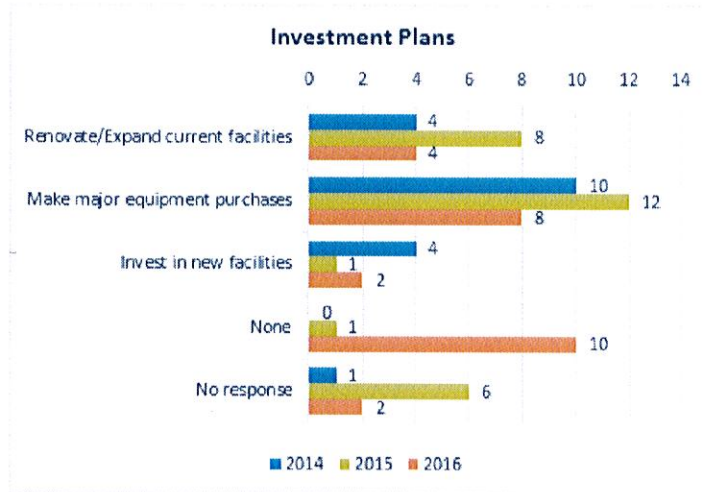
Does this company export?



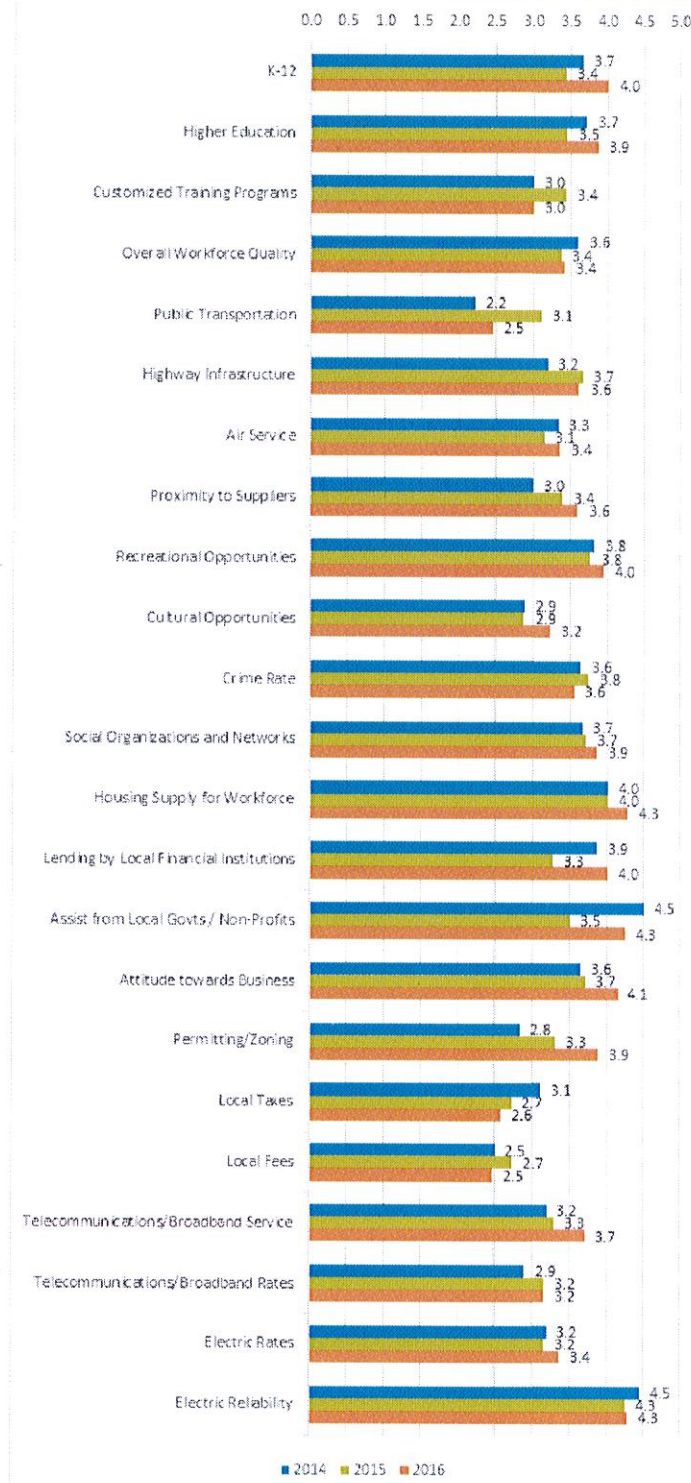
Export Locations



Investment Plan



Rankings

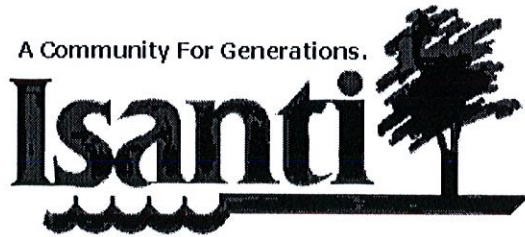


Questions? Contact Megan Barnett-Livgard at megan.livgard@greatersp.org, 651.287.5812.

This report has been compiled by GREATER MSP to reflect data entered into Salesforce.com from completed BRE surveys. Every effort has been made to ensure that the information clearly reflects data entered by city reps.

GREATER MSP | Minneapolis Saint Paul Regional Economic Development Partnership
400 Robert Street North, Suite 1600 | Saint Paul, MN | www.greatersp.org

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: December 29, 2016
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Allina Health Clinic – Construction is underway on the clinic. Allina Health anticipates employment at that location to be between 25-35 people. The clinic should open sometime in the spring of 2017.

Hotel- Project at standstill.

Senior Memory Care – A site plan has been submitted and approved for a 24 unit Senior Memory Care Facility. The City Council approved a SAC and WAC Deferral Agreement on October 4, 2016. Staff continues to be on contact with the developer and the developer has indicated that plan to construct in Spring 2017.

The City has approved a Site Plan Application from O' Reilly Auto Parts. The project consists of a 7,453 square feet building on the lot south of Coborn's Marketplace. Construction is anticipated to commence on Spring 2017

Whiskey Road Pub and Grub- A Conditional Use permit application has been submitted for consideration by the Planning Commission and City Council. The proposed project would include a restaurant with alcohol sales at 404 Whiskey Road.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93 – Staff attended the GPS 45:93 meeting on December 16, 2016. Attached is the agenda and minutes from that meeting.

EDAM – Winter Conference –Attached is the Agenda and Minutes from December 21, 2016 meeting. Staff will be attending the Winter Conference on January 19-20 (Registration attached)

CGI Video: City Staff and Officials have been reviewing the CGI Video. Staff is hoping to have the complete video up on the website in January 2016.

CVN: Staff will attend the Community Venture Network presentation on December 9th, 2016. Establishment of relationships early is key to potentially landing some of these prospects. Staff has reached out to a few presenters and is waiting for responses.

Housing Starts in 2016: As of December 29, 2016 there have been 63 single family housing permits picked up and one more waiting to be picked up. The City is currently ahead of last year's pace. In 2015, the City saw 41 new single family housing permits pulled. 2015-16 were exceptional years for Isanti and more growth is projected in 2017 in this sector as well as market rate apartments and senior housing. We already are processing our first housing permit for 2017.

Businesses Arrivals and Departures in Isanti 2016: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2016. **Arrivals:** Twinkle Toes by Petra (103 Heritage Blvd NW), Nelson Massage Therapy (401 E Dual Blvd), Jung Do Sol TKD Club (4 Enterprise), Protection Security (901 E Dual Blvd) Joy-Us Cares (11 Heritage Blvd), HearSwell (33 Main St – Former Gental Dental) Leader Financial (404 Whiskey Road), Oakwood Insurance (404 Whiskey – Sharing space with Leader Financial), Bitzer Consulting (210 6th Avenue), Greater Midwest Realty (210 6th Avenue), Xcel Companies (101 Isanti Parkway), Ally Medical Supply (404 E Dual Blvd), SOCA (401 E Dual Mall), MN Care Partners (401 E Dual Mall), the Paw Spa (401 E Dual Blvd), Coborn's Market Place, Fusion Nails (404 Whiskey Rd), Trans-Mississippi Biological Supply (101 Isanti Parkway), Tab and Slot (702 E Dual Blvd), Learning Designs (2 Enterprise), Boards and Brushes (2 Enterprise), New Hope Community Church Isanti (114 Dahlin), JoJo's Photography (27 Main) **Departures include:** Stellar Enterprises (404 Whiskey Road), Eagles Crossing (2 Enterprise), Xcel Companies (101 Isanti Parkway), Waterworks Manufacturing (702 E Dual Blvd), Sunlife Salon (2 Enterprise), Elim Baptist Church (114 Dahlin), Sam Heldman Photography (27 Main), The Green Table (4 Enterprise)



Board of Directors Meeting

Pine Technical & Community College, 900 Fourth Street SE, Pine City

Friday, December 16, 2016

10:00 a.m. - 12:00 p.m.

GPS 45:93 Mission Statement

Collaborate to strengthen the regional economy by:

Providing a regional approach to workforce development, business attraction, retention and expansion

Acting as a conduit for members and the region to access resources and educational opportunities

GPS 45:93 Strategic Plan 2015-2020 Summary

1. Act regionally.
2. Provide education and networking opportunities.
3. Promote enhancement of regional workforce and infrastructure.
4. Sustain organizational vitality through effective engagement of volunteer and contracted leadership and resources.

Introductions (and what's new?)

Additions to the Agenda

Approval of Agenda

Approval of Minutes

- a.) November 18, 2016 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financials
- b.) Budget for 2017

Presentations - none

Chair Report – Richard Baker

- a.) Thank you for allowing me to serve

Committee Reports

- a.) Executive Committee
 - 1.) Operational Strategy Update

- b.) Workforce – Carla Vita
- c.) Marketing/Website – Sean Sullivan
 - 1.) Website
 - 2.) CVN
- d.) Housing – Lezlie Sauter
- e.) Equity Fund – Sara Treiber

Old Business

- a.) Meeting Schedule 2017
- b.) Consultant Contract 2017
- c.) Economic Gardening
- d.) 1.) Initiative Foundation grant
 - 2.) Economic Gardening Contract

New Business

- a.) TDA Board / Elected Official Training
- b.) Staff Report – Tom Willett
- c.) Administration RFP
- d.) Consultant RFP

Other items

Next Board Meeting – January 27, 2017 – 10 AM – Princeton Civic Center, 503 North 9th Street, Princeton

Minutes

GPS Board Meeting

City of Isanti – 110 1st Avenue NW

Friday, November 18, 2016

Time: 10:00 a.m. – 12:00 p.m.

Those present: Doyle Jelsing, Sean Sullivan, Rebecca Perrotti, Stan Gustafson, Mark Perry, Ken Kammleri, Becky Lourey, Rich Olseen, Tom Willett, Jordan Zeller, Beth Thorp, Dan Bullert, Richard Baker, Heidi Steinmetz

Rebecca Perrotti called the meeting to order at 10:15 AM

1. Introductions – Rebecca Perrotti

- Introductions were made and all welcomed. There was a lengthy discussion on Freight Rail in East Central MN and the Governor's Task Force. Interest by numerous communities on how to work with BNSF and the Short lines was shown.

2. Additions to the Agenda – Rebecca Perrotti

- None. However, Rebecca Perrotti passed an email list around to be verified by attending members.

Motion by Sullivan, Second by Gustafson to approve the agenda as presented. Motion passed unanimously.

3. Approval of Minutes for October 28, 2016

Motion by Sullivan, Second by Zeller to approve the minutes as presented. Motion passed unanimously.

4. Treasurer Report – Doyle Jelsing

a.) Financials

- Doyle reviewed the financial statement with the board and reconciled the cash balance.

Motion by Sullivan, Second by Kammilleri to approved the Financial Statement as presented.
Motion passed unanimously.

b.) Budget for 2017

- Doyle outlined the proposed budget for 2017 and outlined the need for more membership to meet revenue needs. He indicated that we needed 5 new members in order to meet our revenue needs to have an adequate "cushion" to help with budget flexibility.

- Discussion about engaging Chambers of Commerce as potential members occurred. Pros were that this group would be welcomed addition to our group. Cons were that it might lead to private sector businesses already engaged in chamber not to join GPS. Consensus was to reach out to chambers and see if we could garner interest in membership at a \$500 level.

- Zeller indicated that he could discuss at regional chamber meeting that ECRDC hosts annually.

-Zeller volunteered to attend MN Marketing Partners Meeting and to take notes and report back to full board, pending approval from ECRDC.

5. Chair Report – Richard Baker

a.) Moving Forward

- Baker stated he just returned from Economic Development Training in Florida. He asked the group to review a tool located as www.strategyzet.com

6. Committee Reports

Executive Committee – Richard Baker

- Baker stated he just returned from Economic Development Training in Florida. He asked the group to review a tool located as www.strategyzet.com

1) Operational Strategy Update – Strategic Planning

- The full Board reviewed the materials Janna King put together as a result of the 2016 GPS 45:93 Strategic Planning sessions.

- Becky Lourey really appreciated the work done by the people involved in the strategic planning and the summary done by Janna. She thought that it brought some focus to GPS 45:93

Material in the summary can be used to recruit new members.

b.) Nominating Committee

1) Executive Committee Nomination and Elections

Richard Baker called for nominations from the floor for positions on the 2017 GPS 45:93 Executive Committee and all of its members.

Jelsing motioned, Lourey seconded the election of the following slate of candidates for the positions identified below:

President – Rebecca Perrotti

Vice President – Nancy Hoffman

Treasurer – Doyle Jelsing

Past Presidents (2) – Lezlie Sauter and Sean Sullivan

At-Large Members (2) Jolene Foss and Richard Baker

The motion passed unanimously.

c.) Workforce – Rebecca Perrotti

- IEDC – Business Retention and Expansion course highlighted how important workforce is to economic development. Recruiting, or keeping workers in community helps success for business and local economy. Workforce is a major factor in the decision of business to locate in a community.

- CMJTS "Pathways to Prosperity" program with help of ARCC is working well locally.

Luke Greiner holding some training throughout the state. The program is using the Labor Market Tools for decision making. The Tools are available on the DEED website and Luke will show you how to use them. Closest training is on November 30th at 9 AM at Workforce Center in Mora.

d.) Marketing / Website – Sean Sullivan

1) CVN Initial Proposal

- The Marketing committee met prior to the GPS 45:93 regular meeting and reviewed the CVN initial proposal and protocol. **Recommendation was to use the Proposal as discussed at the marketing committee and to have Tom Willett distribute to all presenters at the CVN meeting.** The Board of Directors agree with this recommendation and consensus was to move forward. Generic Document was emailed to Tim Willett on November 18, 2018 so he can get proposals ready for CVN meeting in December. Individual cities, Counties then would perform their own follow-up and if capacity was not there they could have Tom follow-up on their behalf.

2) Website

- Marketing committee discussed the functionality and content issues with the website, mainly the lack of it being mobile. Reviewed proposals from Bizzy Web and Meta 13 on upgrading our website and found it to be very costly. Recommendation from Committee was to get quote from Meta 13 to just make our site mobile which turned out to be a reasonable \$2500 to \$3000. **Sullivan to contact Meta 13 to fine tune proposal and to see if more fixes could be included I the \$2500 to \$3000 cost.** Discussed email "Contact US" issue and direction was to have **Tom contact Host Gator to get resolution on the Email and to get the user and password information to a central location. Tom Willett will also go through all pages and identify fixes or updates that are needed.** Once list is compiled the fixes will be assigned. Tools for Business was discussed. Sullivan indicated that the City of Isanti was already well represented on the Isanti County Website and that he would not be able to devote time to creating a more robust GPS site. **Richard Baker was assigned the GPS 45:93 Tools for Business project and to oversee the Tools for Business Website upgrade.**

e.) Housing – Rebecca Perrotti

- East Central Housing Study information to be presented at Pine City on December 1. The meeting will involve presenting the housing study, action steps, and promotion.

f.) Equity Fund

- Hill Capital coming up short of Capital raise.

7. Old Business

a.) Meeting Schedule for 2017

-All meeting slots have been filled. Kanabec County took July and Nemadji to host in October

b.) Consultant Contract

-Will work to extend contract with Tom Willett on monthly basis – **Richard Baker assigned to this item**

c.) Economic Gardening – Initiative Foundation Grant

-Waiting on Initiative Foundation and communication from Jeff Wig

8. New Business

a) Economic Gardening Contract

-Consensus of the Board was that a **written summary should be completed by the consultant**. The summary should include specific examples of both positive and negative impact of the economic gardening program on participants. Some quotes from the participating companies that could be used for marketing and future recruitment of the program should be obtained.

b) Staff Report – Tom Willett

-Discussed yearly summary and potentially an annual report to be provided by the consultant.

9. Other Business

-ED Professional and Administrators meeting by ECRDC at Hinckley City Hall on January 13, 2017

-Both Stan Gustafson and Sean Sullivan attended the Real Estate Journal Conference – Industrial in November. Both thought their presence there was beneficial to their communities. GPS 45:93 to make decision on whether they should have a booth there in 2017 or not.

10. Next Board Meeting – December 16, 2016 – 10AM Pine Technical & Community College, 900 Fourth St. SE, Pine City, MN

11. Adjournment

Motion by Perry, second by Gustafson to adjourn at 12:25 PM. Motion passed unanimously.

Economic Development Association of Minnesota
Board of Directors Meeting
Cooper Restaurant, St Louis Park, MN 55416
December 21, 2016 – 11:00 A.M-1:00 P.M.

Agenda

- I. Call to Order – Rock-Hantge
- II. Check In – Rock- Hantge
- III. Review of Agenda – Rock- Hantge
- IV. Consent Agenda – Rock- Hantge
 - a. Approval of Board Minutes - November Meeting 2016 (in packet)
 - b. Approval of monthly statements (in packet)
- V. EDAM Bylaws Amendment
 - a. Approve the change to the EDAM Bylaws (in packet) to account for new committee structure.
- VI. Committee Report Action Items/Requests
 - a. Executive Committee update
 - b. Member Services
 - c. Government Relations
 - d. Marketing/Communications
 - e. Professional Development
 - f. 50th Anniversary Committee Update
- VII. Review Action Items
- VIII. Thank You
- IX. Next meeting: January 25, 2017
- X. Adjourn

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota
Economic Development Association of Minnesota
Board of Directors Meeting
Conference Call
November 30, 2016 – 10:00-12:00 P.M.

Minutes

- I. President Christie Rock-Hantge called the meeting to order at 10:06 a.m.

Members Present: President Christie Rock-Hantge, First Vice President Adam Kienberger, Second Vice President Megan Barnett-Livgard, Erik Hansen, Trisha Rosenfeld, Sean Sullivan, Matt Brown, Tony Schertler (Phone), Past President Heidi Peper, Mark Vaux (Phone), Erin Sparks
Absent: Jeff Rossate, Kim Lindquist

Staff Present: Nick de Julio

- II. Check In – Rock-Hantge
Board members provided updates on how they were doing
- III. Review of Agenda – Rock- Hantge
-MACS Census Group- Letter support (Action Items)
-Move 2018 Venue Decision under PD Report
- IV. Consent Agenda – Rock- Hantge
a. Approval of Board Minutes - October Meeting 2016 (in packet)
b. Approval of monthly statements (in packet)

There was a motion and second (Peper/Rosenfeld) to approve the consent agenda. The motion passed.

- V. EDAM Bylaws– Rock-Hantge
The board discussed amending the bylaws to reflect the two new committees (conference and EDAM U) that came out of the 2017 Planning session. It was noted that any changes need to be shared with general membership before they can be changed by the board. The board agreed to send the changes to membership through email to ask for feedback.

EDAM's Mission:

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There was a motion and second (Hansen/Barnett) to establish the two committees (EDAM U/ Conference's Committee) and track what was changed to present to EDAM membership. The motion passed

VI. 2018 Summer- Rock-Hantge

There was discussion regarding the 2018 Summer Conference and the need to select a venue. Hansen gave a recap of what the PD Committee has been discussed so far. It was noted by staff that a decision needs to be made as multiple venues have asked for confirmation regarding the dates and venue.

There was a motion to stay at Grandview in 2018 (Rock-Hantge/Rosenfeld). Motion passed, Hansen voted no

VII. 2017 GR Contract Proposal

Brown presented an overview of the 2017 GR contract that was discussed earlier this year and.

De Julio was asked about hours on the GR side versus the Association Management side of the day to day work. Members asked that he track additional hours and make sure they are included in the breakdown reports.

It was noted that the contact on the last page should have the word lobbying added before monitoring. Staff was advised to make that change before signature.

There was a motion and second (Sullivan/Rosenfeld) to sign the contract with the noted adjustments. The motion passed

VIII. 2016 Work plan Review

No report at this time

IX. Committee Report Action Items/Requests

a. Executive Committee update

Nothing to report at this time. Rock-Hantge noted that Ewald staff hours have been reduced compared to where they were at in 2015. It was suggested that those hours' reports be added to the monthly packets.

b. Government Relations

Platform process: Brown gave a recap of what has gone into the process so far. Brown noted that the committee wants to use the platform more of a marketing piece this session. There was a suggestion to have a consensus of priorities. EDAM should have an internal doc of members' priorities that the board can use internally. Then a document should be created (a one pager) for a handout.

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Since EDAM is one of the only groups advocating for DEED funds, EDAM should rework the DEED section. Marketing agreed to take the lead on working on a new document.

There was a motion (Barnett-Livgard /Peper) to approve platform with focus on lobbying for DEED Tools and Broadband, supporting monitoring of: TIF, workforce housing, Bus climate- childcare, workforce development, and transportation. Motion passed

c. Professional Development

Nothing new to add from the report.

d. Marketing/Communications

Nothing to add to the Report. The committee meets right after the BoD Meeting.

A few quick items were shared with the board:

-Members were asked about any Medalist feedback they have received. Members did not have much to report.

-MNCAR Expo- Just a quick recap and that Rosenfeld will be taking the names from business cards and will be putting them into a spreadsheet.

-Headshots- Reminder to get those to Nick for the website

-Val Brenan is leaving the committee as she took a new job. They hope to bring her back.

Member Services

Met and reviewed 2017 work plan roles and strategies.

-The committee plans to reach out to the new winter conference attendees to welcome them and be a resource.

-The committee is also discussing an on boarding program and will take a look at membership reports and letters that go out. Committee wants to follow up with new members with a thank you.

F. 50th Anniversary Committee:

Fireworks: A vendor has not been signed yet for the 2017 Summer Fireworks. The committee needs to secure a vendor and pass a budget for the event.

There was a motion to approve up to \$5K for 2017 Fireworks (Barnett-Livgard /Sullivan) the motion passed

Written Stories: The Marketing Committee is working on a plan to share stories and tie them into the event. Stories can be used as part of the video concept where members share their past moments of EDAM.

Video concept- Quote of \$5400 was given to EDAM to shoot and edit a video. That can be lowered (firm has all day event in their proposal) they would capture the stories from attendees.

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There was a motion to approve the contract but not to exceed \$5000
(Sullivan/Kienberger) the motion passed

X. Review Action Items

There was a motion to sign and support the MACS Letter- (Sparks/Rock-Hantge) the motion passed

XI. Adjourn

There was a motion and second (Rosenfeld / Barnett-Livgard) to adjourn the meeting. The motion passed. The meeting adjourned at 11:58am

Respectfully submitted,

Nick de Julio, AE

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EDAM's Vision:

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EDAM 2017 WINTER CONFERENCE REGISTRATION

January 19-20, 2017 | Minneapolis Marriott Northwest | 7025 Northland Drive N | Brooklyn Park, MN

Please complete both pages of the registration form. Use a separate form for each attendee.

ATTENDEE INFORMATION

Name _____ Title _____

Company _____

Address _____

City _____ State _____ Zip _____

Email _____ Phone _____

REGISTRATION OPTIONS

	Full Conference		Single Day: <input type="radio"/> Thursday <input type="radio"/> Friday	
	Before 1/8	After 1/8	Before 1/8	After 1/8
EDAM or MAPCED Member	<input type="radio"/> \$265	<input type="radio"/> \$305	<input type="radio"/> \$140	<input type="radio"/> \$155
Non-Member	<input type="radio"/> \$365	<input type="radio"/> \$405	<input type="radio"/> \$190	<input type="radio"/> \$205

MAPCED Member

Will you attend the Thursday Dinner? Yes No

Early Bird Pricing: To receive early bird pricing, registration must be postmarked on or before January 8, 2017.

Will you attend the Thursday Evening Reception? Yes No

Are you a first-time Winter Conference attendee? Yes No

BREAKOUT SESSION SELECTIONS

To ensure that we know how much space to set up for each breakout session, please make selections below. See the Conference Agenda for session descriptions: www.edam.org/2017WinterAgenda.

Choose ONE (1) session in each group.

Thursday Breakouts | 3:15–4:15pm

- Trends That Will Drive Minnesota's Economic Development in the Next 50 Years — Martha Faust, Jon Commers
- New Engagement for Higher Education — Maura Donovan, PhD

Friday Breakouts A | 9:30–10:30am

- How Did This Happen — Rusty Fifeld
- Livability as an Economic Development Tool, and Chisago Lakes Area America's Best Community Competition — Drew Hage, Nancy Hoffman, Bill Coleman

Friday Breakouts B | 10:45–11:30am

- 50 Years of Progress & Success for the Shakopee Mdewakanton Sioux Community — Dan Rogness, Bill Rudnicki
- Promoting New Housing as an Economic Development Strategy — Jason Aarsvold, Amy Baldwin

Friday Breakouts C | 11:30am–12:15pm

- Embracing Diversity — Janna King
- Placemaking as an Emerging Economic Development Strategy — Max Musicant

EDAM 2017 WINTER CONFERENCE REGISTRATION

January 19-20, 2017 | Minneapolis Marriott Northwest | 7025 Northland Drive N | Brooklyn Park, MN

PAYMENT INFORMATION

Total Due \$ _____ Visa Mastercard Check (made payable to EDAM)

If paying by credit card, the following fields are required:

Card Number _____ Exp Date _____ Security Code _____

Cardholder Name _____ Phone _____

Billing Address (if different from above) _____

City _____ State _____ Zip _____

Cardholder Signature _____

LODGING INFORMATION

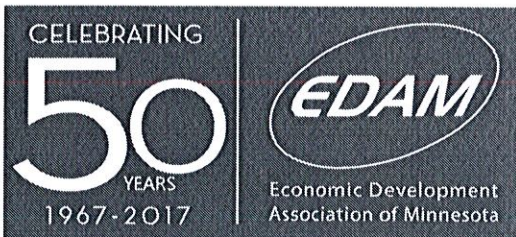
EDAM has secured a special group rate of \$126 per night at the Minneapolis Marriott Northwest, for a limited number of rooms. To reserve your room, contact the hotel at 763-536-8300 to and ask for the "EDAM Winter Conference" room block. The group rate is available until December 28 or until the block is full.

Cancellation Policy: With written cancellation notice, received no later than January 9, 2017, you will receive a full refund, less a \$35 administrative charge. Cancellations after that date are nonrefundable. Cancellation notices must be faxed to the EDAM office at 651-290-2266. No-shows will not receive a refund.

PCI Compliance: EDAM has taken the appropriate steps to maintain PCI compliance. In order to protect your privacy, please do not email your credit card information to our office.

Audio/Video Policy: EDAM might record this conference and completion of this form serves as authorization of consent to appear in photos, video, or audio recordings.

Questions? Contact Kristy Masloski at 651-265-7856 or kristym@edam.org



SEND COMPLETED FORM WITH PAYMENT TO:

Fax: 651-290-2266

Mail: 1000 Westgate Drive, Suite 252
Saint Paul, MN 55114

OR REGISTER ONLINE AT WWW.EDAM.ORG

(For office use only)

initials	fin.
date	
CK/CC	
amt. paid	
bal. due	



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of January 3, 2017 Regular Economic Development Authority Meeting
3. Review and Discussion of Update to EDA Marketing/Work Plan
4. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. EDAM
 - d. CGI Video
 - e. CVN
 - f. Shovel Ready Application
 - g. Community Map and Survey
 - h. Open House for New Initiative Foundation President
 - i. MIF and Business Subsidy Reporting
 - j. Housing Starts in 2017
 - k. Business Arrivals and Departures in Isanti 2017
5. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
January 3, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:30 p.m.

a. Pledge of Allegiance

b. Roll Call

Members Present: Tara Hallberg, Dan Collison, Steve Lundeen, Ross Lorinser, Paul Bergley and George Wimmer

Members Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

No modifications to the agenda were presented.

2. Organization of Advisory Bodies as per Ordinance 181

Economic Development Director Sullivan called for nominations for 2017 officers.

Member Lundeen suggested the officers remain the same as last year. The suggested officers are listed below.

- a) Oath of Office
No new commissioners for 2017. No oaths administered.
- b) Election of 2017 EDA President
George Wimmer as President
- c) Election of 2017 EDA Vice-President
Ross Lorinser as Vice-President
- d) Election of 2017 EDA President Pro-tem
None Suggested.

- e) Election of 2017 EDA Secretary
Economic Development Director Sean Sullivan as Secretary.
- f) Election of 2017 EDA Treasurer
Finance Director Ms. Jackie Fisher as Treasurer.
- g) Adoption of Bylaws
No changes were made to Bylaws.
- h) Adoption of 2017 EDA Meeting Schedule.

Motion by Commissioner Lundeen, second by Commissioner Collison to Adopt of City of Isanti Economic Development Authority Resolution 2017-1 a Resolution Organizing the Economic Development Authority of the City of Isanti. Motion passed unanimously.

President Wimmer assumed the role of Meeting Chair.

3. Approve Minutes of December 6, 2016 Regular Economic Development Meeting

Motion by Lundeen second by Bergley to approve the minutes for December 6, 2016. Motion carried unanimously.

4. 2014-2016 Minnesota Manufacturing Week Summary Report

Economic Development Sullivan highlighted the manufacturing business reports generated on behalf of the city of Isanti by Greater MSP. 22 visits were conducted in 2016. Sullivan explained that the City enters the raw data from business visits and various reports can be generated to show trends and areas to review. He highlighted a few of the large changes from 2015 to 2016 and also areas that the City scored below neutral for the business environment. Sullivan pointed out that planned investment by companies was down but the ratings for local government assistance and attitude toward business showed improvement.

President Wimmer highlighted some of the recent home sales information in Isanti and the surrounding area. He indicated both he and Economic Development Director Sullivan monitor this information. He indicated values were increasing at a higher rate in the City of Isanti than in Cambridge. He indicated that it made sense as incomes were higher in Isanti. He also noted that Isanti has a higher volume of sales compared to Cambridge which was interesting.

No Action was requested and no action was taken as this was an information item.

5. Other Business / Updates

Economic Development Director Sullivan highlighted the Staff Memo which included Whiskey Road Pub and Grub has submitted an IUP. President Wimmer indicate he met with owners and that they understand City expectations. Final number of single family housing permits for 2016 was 63.

- a. Business Prospects

- b. GPS 45:93
- c. EDAM – Winter Conference
- d. CGI
- e. CVN
- f. Housing Starts in 2016
- g. Business Arrivals and Departures in Isanti 2016

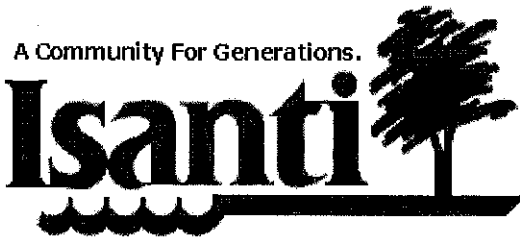
6. Adjournment

Lundeen motioned, seconded by Bergley to adjourn at 7:49 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 3rd day of January, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director



To: Economic Development Authority **MEMO**

From: Sean M. Sullivan, Economic Development Director

Date: February 7, 2017

Subject: Review and Discussion of Update to EDA Marketing/Work Plan

Background

The last formal adoption of the full EDA Marketing/Work Plan occurred on March 3, 2015. During 2016 Goal Setting the City Council reviewed the framework of some marketing initiatives and directed staff to pursue them. The items were not incorporated into the more robust document but were certainly a priority for Staff. Upon review of the March 3, 2015 document it became clear that some of the information had become dated and was not relevant anymore. Staff has updated the document with current data and has also included the initiatives discussed in 2016 as well as projects that are underway for 2017. Staff would like some feedback from the EDA regarding this document as a whole and in particular the direction of how the City wants to position itself moving forward. The past and potential future goal from the Draft plan is as follows:

~~Position Isanti as a low cost, cutting edge, modern alternative to Anoka County for industrial and retail development.~~

Vs.


Position Isanti as a lower cost, growing (Potential workforce and customers), modern (new infrastructure installed), healthy (robust park and trail system), small town feel with amenities, young community, business friendly, destination with a plan to grow in an orderly manner for industrial, retail residential development.

Review and comments on the second passage either to reword, condense or to enhance would be greatly appreciated. This is the foundation of our marketing over the next few years and it needs to be on point. I have put a number of areas that we can draw on as strengths for consideration. I will distribute copies for review at the meeting.

MEMO

A Community For Generations.



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director 
Date: February 2, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Allina Health Clinic – Construction is underway on the clinic. Allina Health anticipates employment at that location to be between 25-35 people. The clinic is working toward an opening around March 1, 2017.

Hotel- Project at standstill.

Senior Memory Care – A site plan has been submitted and approved for a 28 unit Senior Memory Care Facility. The City Council approved a SAC and WAC Deferral Agreement on October 4, 2016. Staff continues to be in contact with the developer and the developer has indicated that plan to construct in Spring 2017.

The City has approved a Site Plan Application from O' Reilly Auto Parts. The project consists of a 7,453 square feet building on the lot south of Coborn's Marketplace. Construction is anticipated to commence on spring 2017

Whiskey Road Pub and Grub- A Conditional Use permit application has been submitted for consideration by the City Council. The proposed project would include a restaurant with alcohol sales and a patio at 404 Whiskey Road.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93 – Staff attended the GPS 45:93 meeting on January 27, 2017. Attached is the agenda and minutes from that meeting.

EDAM –Staff attended the Winter Conference on January 19-20. Attached is a schedule of programs that were available. It was great to network with fellow economic development and finance professionals and to take in the perspectives from the speakers. Attached is the Agenda and Minutes from January 25, 2017 Board Meeting. Staff will be attending EDAM Day at the Capitol on February 22 to discuss the importance of MIF and JCF with legislators.

CGI Video: The video is complete and up on the City of Isanti and Economic Development home pages. Check it out when you have time. This is our first effort at this and we are always looking for improvement.

CVN: The Next CVN Meeting is in March. Staff will be attending and is excited at review of the prospects when available.

Shovel Ready Application: City Staff has updated the Shovel Ready Application for the Minnesota Shovel Ready Certification Program.

Community Map and Survey: Staff is working on Draft Maps and Selling of advertisement for the Community Map and Isantian. Advertisement is going slowly and the deadline for submitting ads is February 15. 37 Community Surveys have been returned. The deadline for returning surveys is February 10th. Once all surveys are in data will be compiled and presented.

Open House for New Initiative Foundation President – Attached is an invite for the open house. Please let Economic Development Director Sullivan know if you would like to be signed up for event.

MIF and Business Subsidy Reporting: Staff has completed the annual report for SnoBear USA. Staff will begin working on the Business Subsidy reports for the remaining businesses which are due on June.

Housing Starts in 2017: As of February 2, 2017 there have been 4 single family housing permits pulled and 2 more waiting to be picked up. The final number for 2016 was 63. 2016 was an exceptional year for Isanti and more growth is projected in 2017 in this sector as well as market rate apartments and senior housing.



Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE) **Departures include:** None.



Board of Directors Meeting

City of Princeton, Princeton Civic Center,
503 N 9th St, Princeton, MN 55371

Friday, January 27, 2017 10:00 a.m. - 12:00 p.m.

GPS 45:93 Mission Statement	GPS 45:93 Strategic Plan Summary
<p>Collaborate to strengthen the regional economy by:</p> <ul style="list-style-type: none"> Providing a regional approach to workforce development, business attraction, retention and expansion Acting as a conduit for members and the region to access resources and educational opportunities	<p>Act regionally.</p> <p>Provide education and networking opportunities.</p> <p>Promote enhancement of regional workforce and infrastructure.</p> <p>Sustain organizational vitality through effective engagement of volunteer and contracted leadership and resources.</p>

Introductions (and what's new?)

Additions to the Agenda

Approval of Agenda

Approval of Minutes

- a.) December 16, 2016 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financials
- b.) Budget for 2017

Presentations - none

Chair Report – Rebecca Perrotti

- a.) Recent meetings: Mora EDA, East Central Energy
- b.) Hill Capital update
- c.) Input/topics of interest for Luke Greiner presentation, February

Committee Reports

- a.) Marketing/Website – Sean Sullivan
- b.) Workforce – Carla Vita
- c.) Housing – Lezlie Sauter

d.) Executive Committee

- 1.) Committee meeting schedule
- 2.) Grant update-Richard
- 3.) RFP recommendations

Old Business

- a.) Membership Meeting Schedule 2017
- b.) Consultant Contract Extension 2017
- c.) Economic Gardening
- d.) EDA Board / Elected Official Training

New Business

- a.) Lead volunteers
- b.) Conflict of Interest form for 2017
- c.) New agenda item for future meetings – "Action Items"

Other Items

Next Board Meeting

February 24, 2017 – 10 AM – Noon, Hosted by: City of Pine City, Ken Camilleri & Andrew Mack
Pine City Government Center, 315 Main Street

GPS 45:93 Board of Directors Meeting Minutes

12/16/16

In Attendance

Rebecca Perrotti, CMJTS	Andrew Mack, City of Pine City
Frank Christopherson, Pine City EDA	Carl Pederson, Mayor of Pine City
Becky Schueller, Pine City Chamber	Ken Cammilleri, City of Pine City
Sandy Voigt, Region 5/NCEDA	Stan Gustafson, City of Cambridge
Jolene Foss, City of Princeton	Doyle Jelsing, Mora EDA
Jordan Zeller, ECRDC	Richard Baker, GPS President
Robert Musgrove, Pine County	Heidi Steinmetz, Kanabec County EDA
Jessica Seibert, City of Sandstone	Sara Treiber, Mille Lacs Corporate Ventures
Nancy Hoffinan, Chisago County EDA/HRA	Brad Brzezinski, DEED Business Development
Lea Jacquemart, ARCC	Sean Sullivan, City of Isanti
Tom Willet, Staff	Greg Anderson, Isanti County Commissioner
Joe Mulford, PTCC	Rick Olseen, Congressman Nolan

Approval of Agenda and Minutes

Robert motioned to approved agenda. Ken seconded and passed unanimously.

Jessica motioned for approval of November meeting minutes. Ken seconded the motion. Passed unanimously.

Treasurers Report

Doyle reviewed details of bank statement. Current balance is \$17,890. On a motion by Ken, second by Jordan, the fund summary document presented was approved unanimously. Motion from Robert M. to move recommendations for resolving/developing the budget to executive committee. Ken C. second and motion passed unanimously.

Chair Report

Motion was made to have minutes reflect recognition for Richard Baker's service to the goals of GPS 45:93. Richard shared annual report for 2016 and thanked the group for opportunity to act as president during the past year. Doyle and others wanted to recognize Richard for the extent of the work he has done during the past year.

Committee Reports

The Workforce Committee is assisting with promoting the construct tomorrow program in the region again this year. It will be held at the Hinckley Convention Center on Friday, March 3. The committee also discussed how best to assist Rush City schools with their goal to start a youth apprenticeship program.

Marketing/Website: Mille Lacs County has withdrawn from GPS 45:93. The website will still show them but not as active members. City of Princeton is still a member and hopefully Foreston will continue on as well. Some work is being done to recruit other cities such as Milaca.

CVN –Heidi was introduced as Kanabec County EDA Director. Robert M discussed inventory of companies that was developed for CVN and provided update on companies that were listed.

Housing- Meeting arranged for January that will be open house for regional housing needs.

New Business

Considering proposal from Janna King for doing regional elected officials training. Those in attendance felt this would be of interest to their boards and would be a valuable training resource. Discussion was had about how to proceed for financing the training as well as location and costs.

Announcement on DEED resources to support the business development fund (PowerPoint distributed). Concerns about workforce availability and how to get enough employees was expressed and was noted to affect the entire region.

Goal to fill RFP's for consultant and administrative work by mid-February. Planning to proceed with posting RFP's and gained approval to move forward. Motion was made by Robert M. and Second by Doyle J. motion approved by committee. Recommendation was made to send to all chambers for posting on their website. Asking GPS membership to share across their networks. Proposals will be due to Rebecca by January 13, 2017. The executive committee will review proposals and make contract recommendations to the board of directors at the January 27 meeting.

Other

Motion was made to adjourn meeting by Robert and seconded by Ken motion carried and meeting adjourned.



GPS:45:93
YOUR POINT OF OPPORTUNITY.

2017 GPS:45:93 Meeting Schedule						
Date	Host	Site	Address	City	Contact	
January 27, 2017	City of Princeton	Princeton Civic Center	503 North 9th Street	Princeton	Jolene Foss	
February 24, 2017	City of Pine City	Pine City Government Center	315 Main Street	Pine City	Ken Cammilleri	
March 24, 2017	**TOUR** Launch Pad Telework Center	Mora City Hall	101 Lake Street S.	Mora	Beth Thorpe	
April 28, 2017	City of Cambridge	City of Cambridge	300 3rd Avenue NE	Cambridge	Stan Gustafson	
May 19, 2017	Pine County	Pine County Courthouse	625 Northridge Drive	Pine City	Robert Musgrove	
June 23, 2017	**TOUR** Chisago County	TBD			Nancy Hoffman	
July 28, 2017	Kanabec County		18 North Vine	Mora	Heidi Steinmetz	
August 25, 2017	Lakes & Pines	Board Room	1700 Maple Ave.	Mora	Lezlie Sauter	
September 22, 2017	**Annual Meeting**	TBD			Rebecca Perrotti	
October 27, 2017	**TOUR** Nemadji Research Corp.	Nemadji Research Corporation Offices	7564 Birch Street	Bruno	Becky Lourey	
November 17, 2017	City of Hinckley	106 First Street SE Community Room	106 First Street SE	Hinckley	Mark Perry	
December 15, 2017	City of Isanti	Isanti City Hall	110 1st Ave. NW	Isanti	Sean Sullivan	

EDAM 2017 Winter Conference Agenda		
Thursday, January 19, 2017		
7:45am	Registration and Continental Breakfast	Northland Foyer
8:30am – 9:15am	Online Communication Strategies for 2017	Northland Ballroom
9:30am – 10:00am	Welcome, Annual Meeting	Northland Ballroom
10:00am – 11:00am	Keynote: 50 Years of Economic Development Trends	Northland Ballroom
11:00am – 11:15am	Break with Exhibitors	Northland Foyer
11:15am – 12:15pm	Keynote: Leadership as a Key Driver to Economic Growth	Northland Ballroom
12:15pm – 1:15pm	Lunch	Great Room
1:30pm – 2:00pm	Update from DEED	Northland Ballroom
2:00pm – 3:00pm	EDam Excellence in Economic Development Awards	Northland Ballroom
3:00pm – 3:15pm	Break with Exhibitors	Northland Foyer
3:15pm – 4:15pm	Breakout Sessions:	
	Trends That Will Drive MN's ED in the Next 50 Years	Northland Ballroom
	Economic Development and MN's Higher Education System	Hennepin Salon 3
4:15pm – 5:00pm	Networking Reception	Hennepin Salon Foyer
5:00pm – 6:30pm	Dinner and Entertainment by Stevie Ray's Comedy Troupe	
Friday, January 20, 2017		
8:30am	Welcome and Continental Breakfast	Northland Ballroom
8:45am – 9:30am	Keynote: How our Demographics Have Evolved Over the Past 50 years and How They Could Change in the Next 50	Northland Ballroom
9:30am – 10:30am	Breakout Sessions:	
	Livability as an ED Tool and Chisago Lakes Area America's Best Community Competition	Hennepin Salon 3
	How Did This Happen?	Northland Ballroom
10:30am – 10:45am	Break with Exhibitors	Northland Foyer
10:45am – 11:30am	Breakout Sessions:	
	50 Years of Progress & Success for the Shakopee Mdewakanton Sioux Community	Hennepin Salon 3
	Promoting New Housing as an ED Strategy	Northland Ballroom
11:30am – 11:45am	Break with Exhibitors	Northland Foyer
11:45am – 12:3 pm	Breakout Sessions:	
	Embracing Diversity	Hennepin Salon 3
	Placemaking as an Emerging ED Strategy	Northland Ballroom



Economic Development
Association of Minnesota

Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 Large Conference Room
January 25, 2017 – 11:00 A.M-1:00 P.M.

Agenda

- I. Call to Order – Kienberger
- II. Introductions- Kienberger
- III. Check In – Kienberger
- IV. Review of Agenda – Kienberger
- V. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - December Meeting 2016 (in packet)
 - b. Approval of monthly statements (in packet)
- VI. Board Housekeeping Items – de Julio
- VII. Winter Conference Review/Recap – Kienberger
- VIII. Medalist Benefit Review- Barnett-Livgard
- IX. Member Renewal Update – de Julio
- X. 2017 EDAM Work plan Review –Kienberger (In Packet)
- XI. Committee Report Action Items/Requests
 - a. Executive Committee update
-Ewald Hours
 - b. Member Services
-EDAM Member benefit ideas - Sparks
 - c. Government Relations
 - d. Marketing/Communications
 - e. Conference Committee
-Summer Conference Fireworks Contract

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

- f. EDAM U
- g. 50th Anniversary Committee Update

- XII. Review Action Items
- XIII. Next Scheduled meeting: February 22, 2017 (Econ Day at the Capitol)
- XIV. Adjourn

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Economic Development
Association of Minnesota
Economic Development Association of Minnesota
Board of Directors Meeting
Cooper Pub, St Louis Park, MN
December 21, 2016 – 11:00-1:00 P.M.

Minutes

- I. President Christie Rock-Hantge called the meeting to order at 11:09 a.m.

Members Present: President Christie Rock-Hantge, First Vice President Adam Kienberger, Second Vice President Megan Barnett-Livgard, Erik Hansen, Trisha Rosenfeld, Sean Sullivan, Matt Brown, Tony Schertler, Past President Heidi Peper, Mark Vaux, Erin Sparks, Jeff Rossate, Kim Lindquist

Staff Present: Nick de Julio

- II. Check In – Rock-Hantge
Board members provided updates on how they were doing
- III. Review of Agenda – Rock- Hantge
None
- IV. Consent Agenda – Rock- Hantge
- a. Approval of Board Minutes –Nov Meeting 2016 (in packet)
 - b. Approval of monthly statements (in packet)

There was a motion and second (Erik/Sean) to approve the consent agenda. The motion passed.

- V. Committee Report Action Items/Requests
- a. **Executive Committee update**
Nothing to report at this time.
 - b. **Government Relations**
Day at the Capitol discussions- Feb 22nd Same day as the scheduled February BoD meeting. The group is working on new title.
 - c. **Professional Development**
Nothing new to add from the report. New committees organizing in Jan.

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d. Marketing/Communications

Website Updates- All Board members must submit a headshot to staff so we can update the pages.

In January the committee will begin to work on the 2017 work plan

Awards: Give awards and summary- PowerPoint Presentation: (3-5 pictures). Duluth City Update

Member Services

-Renewal form upgrade for 2018.

Benefit s: Vendor tables- Offer for gold if people ask about it. Will keep working on benefits. Track where people moved to.

F. 50th Anniversary Committee:

Fireworks: A contract is still needed for the 2017 Summer event. Marquardt is working with vendors.

Potential Band: Electric Developers offered to play. Christie to talk about it on a call with the summer events. Other items that will take place: Fireworks, 5K, Boat Cruise- Will need to come up with a way for attendees to register for the 5K along with summer conference registrations.

The committee will also need to think about a backup weather plan.

VI. Adjourn

There was a motion and second (Rosenfeld / Barnett-Livgard) to adjourn the meeting. The motion passed. The meeting adjourned at 12:38am

Respectfully submitted,

Nick de Julio, AE

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EDAM's Vision:

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MN SHOVEL READY CERTIFIED DEVELOPMENT SITE APPLICATION

I. CONTACT INFORMATION

	Submitting Organization*	Local Economic Development Organization (If Different)
Contact Name	Sean Sullivan	
Organization	City of Isanti	
Address	110 1st Avenue NW - PO Box 428	
City / State / Zip	Isanti, MN 55040	
County	Isanti	
Phone	763-444-5512	
FAX	763-444-5560	
E-Mail	ssullivan@cityofisanti.us	

*Note Type of Organization (Owner, Broker, Representative, etc.)

II. SITE/COMMUNITY INFORMATION AND SITE OWNERSHIP

Site Name and Address

Site Name/Designation	Isanti Centennial Complex
Primary PIN Number(s)	16.124.0020, 16.115.0010, 16.137.0010, 16.125.0020
Latitude and Longitude	Location pin properly placed in center of Shovel Ready Certified Industrial Park
Legal Description for 16.124.0020	(15.49 ac.) Outlot A, Isanti Centennial Complex 5th Rearrangement - 701 East Dual Blvd NE
Legal Description for 16.115.0010	(1.21 ac.) Lot 1, Block 1, Isanti Centennial Complex 2nd Rearrangement - 706 East Dual Blvd NE
Legal Description for 16.137.0010	(4.86 ac.) Lot 1, Block 1, Isanti Centennial Complex 6th Rearrangement - 801 East Dual Blvd NE
Legal Description for 16.125.0020	(2.5 ac.) Outlot A, Isanti Centennial Complex 3rd Rearrangement - 640 East Dual Blvd NE
Address	See above for each parcel. All located in: Isanti, MN 55040
City	Isanti
County	Isanti

Site Information

Total developable land (acres)	24.06
Number of Parcels	4
Distance to major State/U.S. highway (miles)	2500 feet
Directions from Interstate or Major Highway: Directions from Interstate or Major Highway: All Properties are located on East Dual Blvd NE and State Trunk Highway 65 can be reached in two ways. #1 North on E Dual Blvd NE to Cajima St. Turn right (east) and State Trunk Hwy 65 is less that 2500 feet. #2 South on E Dual Blvd NE to Isanti County Road 5. Turn East and proceed to Stoplight at Intersection of State TH 65 and County Road 5.	

Attach following schedules for parcel and lot:

- List of parcels/lots and designation within each site.
- Market price for each parcel or lot in \$/SF, \$/acre and \$/lot.
- Any special assessments and the amount due for each lot in \$/year and current balance (\$) for each lot.
- Real estate taxes payable in the current year by lot or parcel.

Required Documentation

Please enter "yes" in box to the right if the document is attached

Title Commitment using 2006 ALTA Commitment Form	YES
ALTA Survey (ASC 2005)	YES
If site not owned, attach copy of option or purchase agreement	N/A, site owned
Copy of site layout	YES
Copy of aerial photo(s) identifying site location/major highways	YES
Schedule and required submittals for site plan approval/permits	YES
Updated Community Profile as reported in LOIS	YES
Will site comply with LEED Certified site requirements? (Refer to instructions for more details)	YES

Identify All Current Property Owners for This Site

	Owner # 1	Owner #2
Name	City of Isanti	
Address	110 1st Avenue NW - PO Box 428	
City / State / Zip	Isanti, MN 55040	
Phone	763-444-5512	
E-Mail	ssullivan@cityofisanti.us	



III. SITE AND SURROUNDING PARCEL LAND USE AND ZONING INFORMATION

Land Use Information

Provide brief description of previous and current land uses of site .	Previous Use: Agricultural	Current Uses: Vacant Industrial
Identify current and previous uses of adjacent parcels.	Previous Use: Agricultural	Current Uses: Vacant Industrial

Current and Planned Zoning

Current and planned zoning designation for the site.	I-1 Industrial
Current and planned zoning designation for land within 500 feet of the site.	I-1 Industrial / Open Space
Identify Municipal jurisdiction for adjacent land (Town/City/County)	City of Isanti

IV. ECONOMIC DEVELOPMENT ZONES

Identify whether the site is currently located within any of the following economic development zone designations:

Enterprise Zone	NO
Foreign Trade Zone	NO
Transit Development Zone	NO
Tax Increment Financing (TIF)	YES
New Market Tax Credits	NO

Identify whether parcels adjacent to the site are currently located within any of the following economic development zone designations:

Enterprise Zone	NO
Foreign Trade Zone	NO
Transit Development Zone	NO
Tax Increment Financing (TIF)	YES
New Market Tax Credits	NO

Date Completed

V. ENVIRONMENTAL SITE ASSESSMENT

Has a Phase I Environmental Assessment been completed in accordance with ASTM Standard E 1527-05? (Report should include record of historical use of site, as well as an archeological and endangered species assessment) Include a copy of the report with the application.		YES, 8.4.11
Was a Phase II Environmental Study required? If so, attach a copy.		NO

VI. TRANSPORTATION

Interstate Highway

Distance to closest north/south interstate highway	12 miles
•Identify interstate route number	I-35
Distance to closest east/west interstate highway	30 miles
•Identify interstate route number	I-694
Distance to and closest 4-Lane Hwy (State/Federal)	.25 miles TH 65
Distance to and closest 2-Lane Hwy (State/Federal)	5.5 miles TH 95

River/Inland/Sea Port/Airport

Does the site have access to a navigable river, inland or sea port?	NO
Distance to closest port	54 Miles
Distance to closest International Airport	45 Miles
Distance to local/regional airport	5 miles
Longest runway length	4,000 ft
Navigational Aids	Beacon

Rail Access Contact Information and Service Description

Is there rail service on site? No, 16.124.0020 Adjacent to BNSF. If yes, is it Class 1 vs. Shortline? Please describe	
Name of Contact	Justin Pearson
Company	BNSF
Address	400 E Broadway, Suite 517
City / State / Zip	Bismarck, ND 58501
Phone	701-667-7425 (o) 701-566-1116 (m)
E-Mail	justinpearson@bnsf.com
Nearest Intermodal Facility:	21 miles Anoka, Minnesota



VII. UTILITY SERVICES

Electric Power Providers and Service Description

Contact Name	Bruce Saylor
Company	Connexus Energy
Address	14601 Ramsey Blvd
City / State / Zip	Ramsey, MN 55303
Phone	763-323-2685
E-Mail	bruce.saylor@connexusenergy.com

Is three-phase electric service currently at or within the boundary of this site?	Yes
If yes, what voltage is available? (describe in KW)	12.47 kV
Is existing service overhead or underground?	Underground
Is a loop (underground loop with two different delivery points) available at site?	YES
What is the approximate distance to the nearest substation servicing this site?	Less than a mile
What is the age of the nearest substation/transformers?	Substation transformer 25 years old
Is there a potential for dual feed to the site from two different substations?	YES
What is the largest demand in KW that can be served at this site using existing system?	11,300 kW

Natural Gas Providers and Service Description

Contact Name	Jake Schwietering
Company	Centerpoint Energy
Address	700 West Linden Avenue, PO Box 1165
City / State / Zip	Minneapolis, MN 55440
Phone	763.785.5432
E-Mail	jake.schwietering@centerpointenergy.com

Is there natural gas service currently available at the site?	YES
If yes, what is the natural gas line size to the site?	4 inch 60 lbs line
Maximum Line Capacity in CFH?	110 MCF/hour
Pressure (PSI)?	50 lbs PSI

Municipal Water Provider and Service Description

Contact Name	Josi Wood
Municipality	City of Isanti
Address	110 1st Avenue NW-PO Box 428
City / State / Zip	Isanti, MN 55040
Phone	763-444-5512
E-Mail	jwood@cityofisanti.us

Head pressure at closest hydrant	60 psi
Flow rate at nearest hydrant	1500 GPM
GPD availability at site	Attached
Is water from surface or ground water source?	Ground
Is water source part of looped system with feed from two sources?	YES
Any planned upgrades, if so, when?	None
What will be the incremental capacity?	None
Attach chemical profile of water	City Water

Municipal Sanitary Sewer Provider and Service Description

Contact Name	Josi Wood	Sewer line in place near/at site?	YES
Municipality	City of Isanti	Diameter of line at site	6/4 inches
Address	110 1st Avenue NW-PO Box 428	Size of sewer main in public right-of-way?	8/10 inches
City / State / Zip	Isanti, MN 55040	Depth of Sewer in public ROW	10 Feet
Phone	763-444-5512	Any special pretreatment	NO
E-Mail	jwood@cityofisanti.us	Any incremental treatment capacity planned? If yes, note additional capacity	NO



Municipal Storm Sewer Service Description/Requirements

Based on City Engineer input:

Contact Name	Josi Wood	Capacity of sewer during 5-year storm event	* CFS
Municipality	City of Isanti	Capacity of sewer during 10-year storm event	*CFS
Address	110 1st Avenue NW - PO Box 428	Capacity of sewer during 20-year storm event	*CFS
City / State / Zip	Isanti, MN 55040	* the storm sewer in East Dual Blvd NE is designed for a 10 year storm event. The Industrial Park has regional ponding up to the 100 year storm event.	
Phone	763-444-5512		
E-Mail	jwood@cityofisanti.us		

Any additional storm water treatment or rate of discharge control required for this site?	YES
If yes, describe treatment/control required: Must comply with NPDES Construction Stormwater Permit Requirements.	

MPCA MS4 (Small Municipal Separate Storm Sewer Systems) program compliance:

Are you required to obtain permit coverage for storm water discharges? If yes, attach copy of MPCA letter on permit application.	NO
Have you satisfied the MS4 permit conditions to develop/implement storm mgmt. program and report on status/effectiveness?	YES
Are you required to obtain a NPDES (Nat'l Pollutant Discharge Elimination System) permit for storm water during construction?	YES
If yes, have you prepared a Storm Water Pollution Prevention Plan (SWPPP) for erosion prevention/sediment control? (Attach copy of plan)	NO

Telecommunications Providers and Service Description

Service Provided	Broadband (Fiber Optic and Coaxial cable)
Contact Name	Steve Johnson
Company	Midcontinent Business Solutions
Address	402 North Red River Ave, Suite 5
City / State / Zip	Cold Spring, MN 56320
Phone	320-686-0021
E-Mail	steve.john@midco.com
Service Provided	Phone Service and 7MB DSL Internet
Contact Name	
Company	Century Link
Address	www.centurylink.com/smallbusiness
City / State / Zip	
Phone	1-877-744-4416
E-Mail	

Does the site have broadband service?	YES
If there is broadband service, what is the upstream band width? mbps/gbps	Unlimited mbps
What is the downstream band width? mbps/gbps	Unlimited mbps
What is the type of delivery medium (copper, fiber optics, etc.)	Fiber and Coaxial Cable
If service not available, how soon could it be installed?	2 Weeks
Does the site have two (or more) fiber providers within 5 miles?	No

If so, describe additional service below (Insert rows):

VIII. VERIFICATION AND ASSURANCE

I agree that the information is valid and accurate on a best effort basis, that the site can be listed on the MN DEED web site, and that the site information will be updated annually, as of the date of signature. Signature:

Name: Sean Sullivan	Title: Economic Development Director	Organization: City of Isanti	Date: 1/31/17
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If this is an amended application (new contact person):

I agree that the information is valid and accurate on a best effort basis, that the site can be listed on the MN DEED web site, and that the site information will be updated annually, as of the date of signature. Signature:

Name:	Title:	Organization:	Date:
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Sean Sullivan

From: Initiative Foundation Board of Trustees <info@ifound.org>
Sent: Thursday, February 02, 2017 1:59 PM
To: Sean Sullivan
Subject: You're Invited: Meet Matt Varilek, New Initiative Foundation President

Feb. 8 Open House Introduces New Foundation President Matt Varilek to the Region.



Dear Friend,

The Initiative Foundation's Board of Trustees and staff invite you to join us any time between 3 and 5 p.m. on Wednesday, Feb. 8, at the Braham Event Center, 655 Eighth St. SW, for an open house to meet and greet Matt Varilek, incoming president.

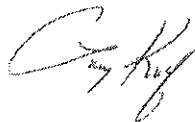
Light refreshments and snacks will be served. An open house also is planned for Feb. 22 in Elk River.

Varilek, former chief operating officer for the U.S. Small Business Administration (SBA) in Washington, D.C., assumed the role of president on Jan. 3. He succeeds founding President Kathy Gaalswyk, who is transitioning out of the organization after more than three decades of leadership.

All of us at the Initiative Foundation are excited about the energy, enthusiasm and strategic direction Matt will bring to the organization. His interpersonal skills, leadership qualities and work experience are tightly aligned to the organization's initiatives to grow economic opportunities, inspire stronger communities and foster increased philanthropy in our region.

Thank you for being a longtime friend and champion of the Initiative Foundation. Your leadership, passion, stewardship and commitment to a greater good have built a solid foundation for continued success in Central Minnesota.

In gratitude and friendship,



Larry Korf,
Chair, Initiative Foundation Board of Trustees

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If the economy, community and philanthropy of Central Minnesota are important to you, consider a donation today to support economic and workforce development, community vitality initiatives and nonprofit organizational programs that benefit children and families. Thank you!

Give Today!

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Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of February 7, 2017 Regular Economic Development Authority Meeting
3. Summary of New Home Construction Survey 2014-2016
4. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. EDAM – Day at Capitol
 - d. CVN
 - e. City and Park Logo Registration
 - f. Community Map
 - g. Housing Data from MPLS Realtor Association
 - h. MIF and Business Subsidy Reporting
 - i. Housing Starts in 2017
 - j. Business Arrivals and Departures in Isanti 2017
5. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
February 7, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:19 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley and George Wimmer

Commissioners Absent: Tara Hallberg, Steve Lundeen

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

No modifications to the agenda were presented. Motion by Lorinser second by Collison to adopt Agenda as presented. Motion passed unanimously.

2. Approve Minutes of January 3, 2017 Regular Economic Development Meeting

Motion by Lorinser second by Bergley to approve the minutes for January 3, 2017. Motion carried unanimously.

3. Review and Discussion of Update to EDA marketing / Work Plan

Economic Development Sullivan highlighted the changes to the EDA Marketing / Work Plan and asked for comments on the sections regarding the positioning of Isanti to potential prospects. He indicated that much data was dated and the new data supported some of the previous trends that were identified.

President Wimmer quested the partnership with the North 65 Chamber of Commerce. He is not convinced that there are a lot of items that we can work with them on based on what he has seen to this point. The major concern is that the Chamber is focused on working with their members only not all Isanti businesses.

Consensus was to remove the Chamber from page 18 as a potential partner but leave them under the SWOT Analysis so that the EDA acknowledges their presence and that they could be a potential partner in the future.

Sullivan summarized the initiatives and actions for the future. He asked the EDA for specific feedback on the positioning statement.

Discussion ensued.

President Wimmer stated that the stability in the City of Isanti is a positive for development. Developers know what to expect and this opens doors for Isanti. Communities that have unstable leadership scare developers away.

Economic Development Director Sullivan cited an example from Anoka County where the City of Isanti was commended for “doing it right” as seen by development leap frogging over East Bethel and locating in Isanti. Project such as Coborn’s, Allina Health and SnoBear USA are examples of this.

President Wimmer also cited that the City’s high development standards is also being successful as property values are on the rise.

President also indicated that the City is expanding its legislative efforts to help assure that Isanti has the tools it needs to be successful and to improve changes of funding for future projects.

Discussion ensued.

Consensus was to have Economic Development Develop Sullivan condense the position statement and to bring it back to the full City Council for approval.

No Action was requested and no action was taken as this was an information item.

5. Other Business / Updates

President Wimmer questioned the involvement of City Staff in ICICLE. He asked for input from members of EDA.

Consensus was that staff time is valuable and that attending ICICLE was not warranted at this time.

June 1st is the estimated opening date for Whiskey Road Pub and Grub.

President Wimmer highlighted the recent successes and development in Isanti. He indicated that these successes might be able to be converted into reductions in development fees. This item will be reviewed this year to see feasibility.

Commissioner Lorinser stated it was nice to exceed reasonable expectations rather than to fall short of unrealistic expectations.

President Wimmer stated that he and Economic Development Director Sullivan met with Senators Koran and Hoffman on 2/7. The focus of the meeting was in regards to MIF and JCF and Isanti projects. The meetings were successful.

Sullivan touched on items highlighted in the Staff Memo below.

- a. Business Prospects
- b. GPS 45:93
- c. EDAM
- d. CGI Video
- e. CVN
- f. Shovel Ready Application
- g. Community Map and Survey
- h. Open House for New Initiative Foundation President
- i. MIF and Business Subsidy Reporting
- j. Housing Starts in 2016
- k. Business Arrivals and Departures in Isanti 2016

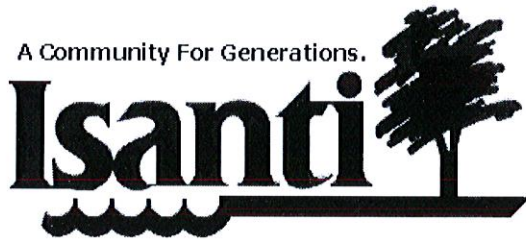
6. Adjournment

Lorinser motioned, seconded by Bergley to adjourn at 7:50 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 3rd day of January, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director



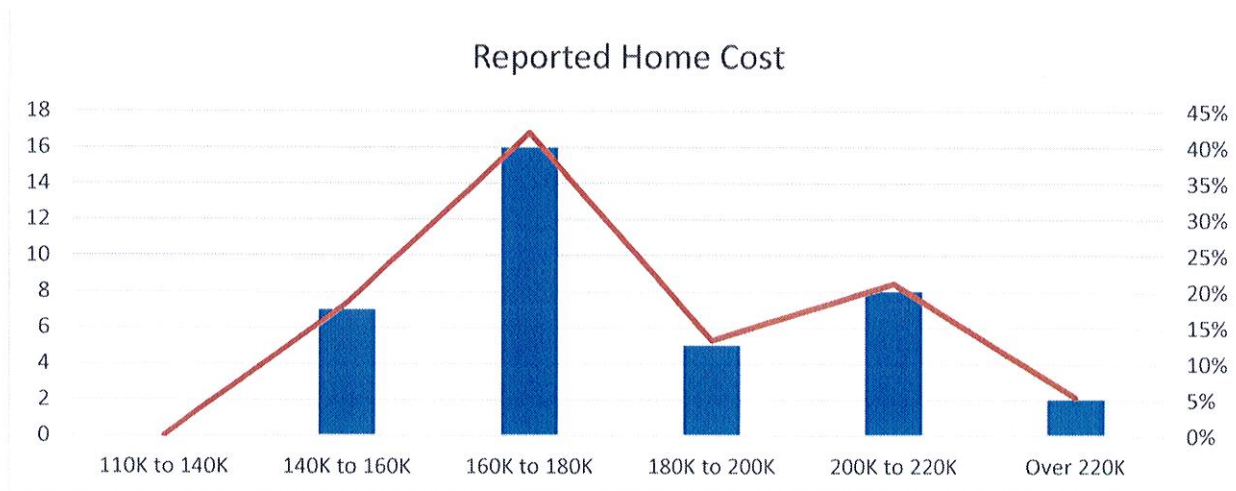
MEMO

To: Economic Development Authority Members
From: Sean M. Sullivan, Economic Development Director
Date: March 7, 2017
Subject: Summary of New Home Construction Survey 2014-2016

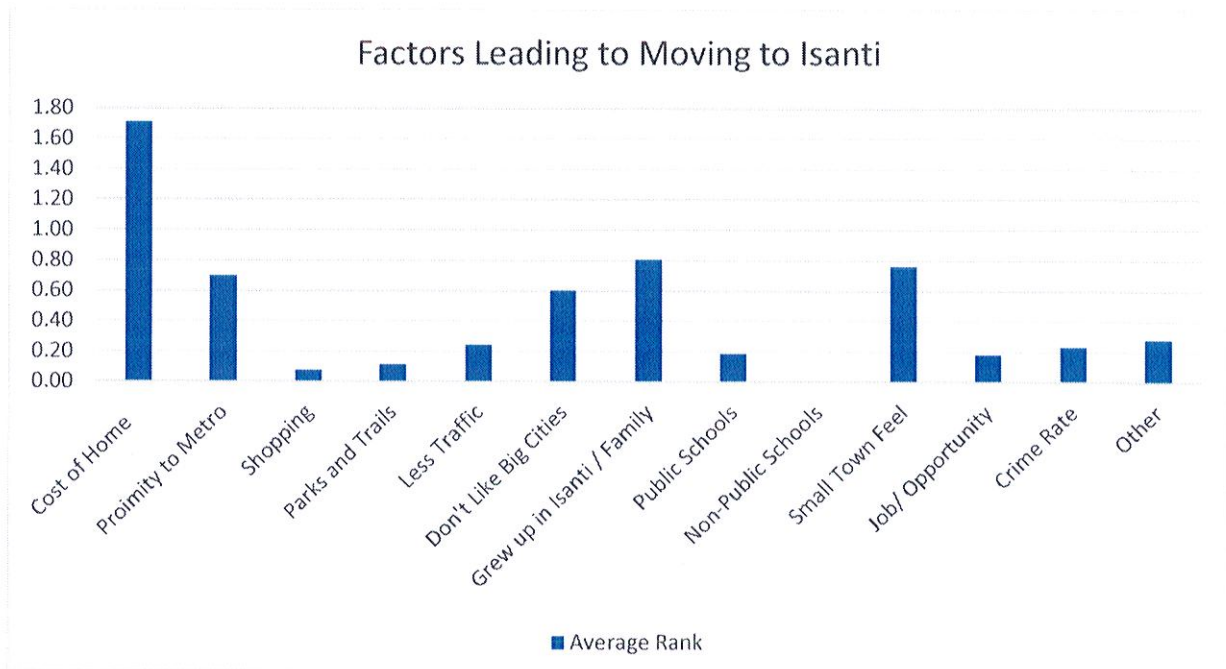
Background:

In order to get some data on why people are choosing to move to Isanti and to understand some of their work patterns and demographics, the EDA and City Council directed staff to conduct a survey. On January 5, 2017 Staff sent out a 132 surveys to residents that had built new homes in Isanti from 2014 to 2016. 39 surveys were filled out and returned by residents and 25 were not delivered due to lack of a mailbox or the home not yet being completed or occupied. Based on the 107 surveys that reached the targeted audience, there was a 36% participation rate which makes the data received statistically significant for this targeted group. Staff was directed to contact local businesses to see if they would support this survey by providing gift cards as an incentive for filling out the survey. The following businesses provided gift cards that have been provided to six survey participants: Isanti Retail Meats, Rendezvous Coffee, WillowBridge, Brushes and Boards and Coborn’s Marketplace. Below are the findings of the survey.

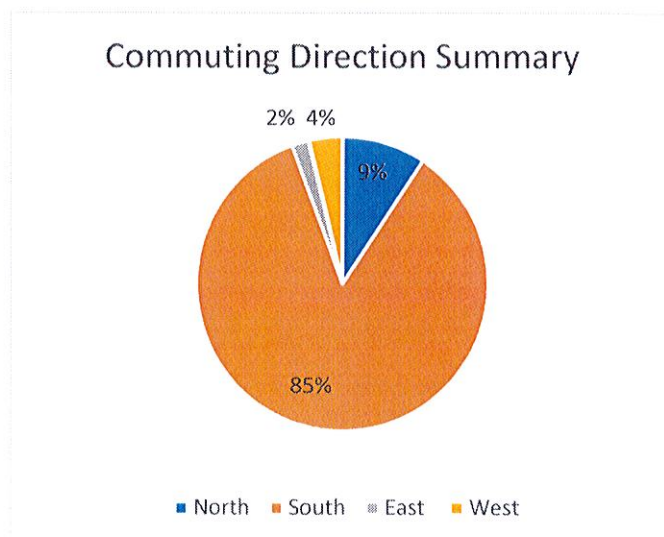
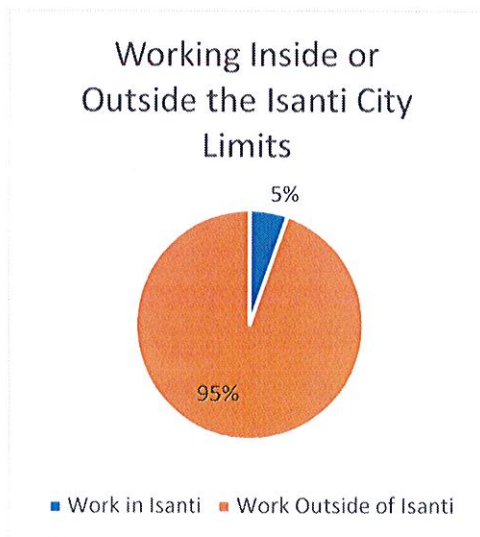
Survey Results Summary



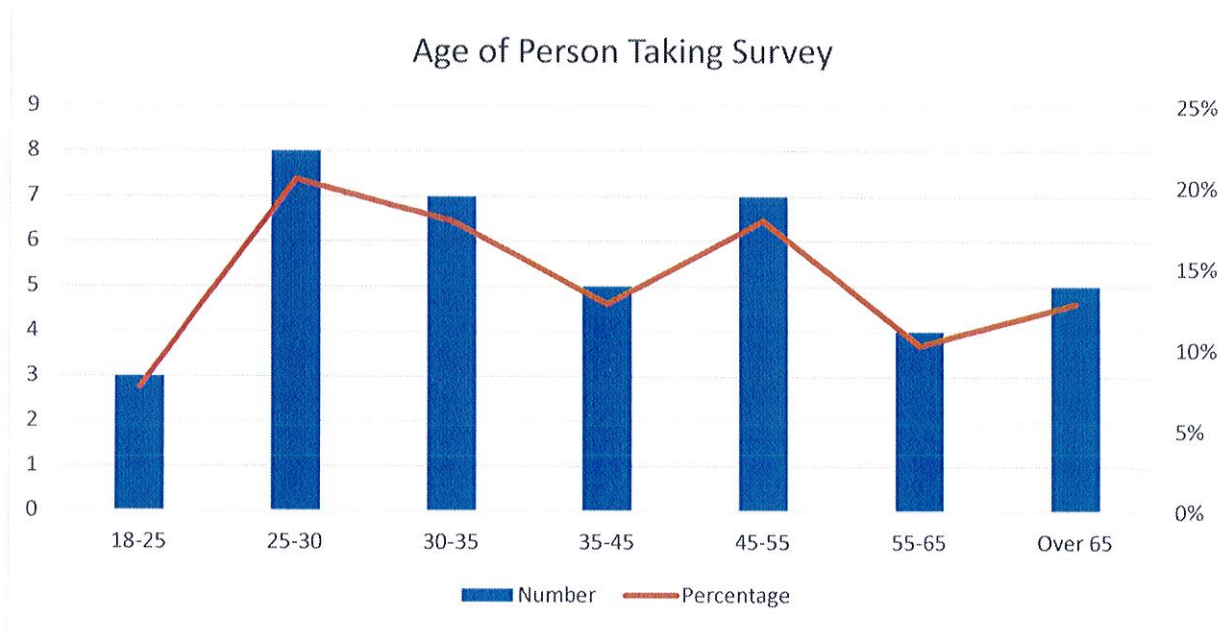
42 percent of the new homes constructed were in the 160K to 180K price range. This data appears to support the 2016 year end summary median Isanti home value of \$177,900 provided by the Minneapolis Area Realtors Association. Values are generally increasing and this is a trend Staff will continue to monitor.



Survey participant ranked the top three factors on why they chose to move to Isanti. Staff weighted the answered with the most important factor received a score of 3 and the lowest factor receiving a 1. If the factor was not included on the top 3 it received a value of 0. The cost of the home was the most important factor based on this survey with more than a 100% increase from the second highest ranked factor. Grew up in Isanti / Family, Small Town Feel, Proximity of the Metro and Don't Like Big Cities all received quite a bit of responses which should be noted. The City Council should factor these responses when considering policy changes or initiatives.



As of March 2, 2017 Staff estimates that the City of Isanti has 175 businesses that employ 1773 people within the City of Isanti. Based on the information obtained through this survey it is apparent that the primary reason people are moving to Isanti for reasons other than finding a job in Isanti. 95% percent of the households surveyed work outside of the community. 85% of the 95% who leave, commute south to work. According to data provided in 2015 by Minnesota Department of Employment and Economic Development approximately 75% of Isanti County residents commute outside of Isanti County to their jobs. Survey data obtained in 2017 for this sample, indicates that a higher percentage of new homeowners are leaving the City of Isanti for work although it isn't clear if they are leaving Isanti County.



Based on the summary data, there is a good sampling of age groups for the survey. Average household size was 2.4 which is higher than the 2.24 housing multiplier from the latest US Census report. It should be noted that this is a specific sample of newly constructed single family homes and it does not include apartments, senior or multi-family housing numbers.

Comments and Suggestions from Survey

- Water Bill and Property Taxes Too High
- Need Community Center with a Pool and Gym
- Shops need to stay open longer
- More Fast Food Restaurants
- Keep Crime and Drugs Out
- No low income housing
- Create opportunities to get residents more involved in community
- Lower Property Taxes
- More parks and shopping
- Aside from City Newsletter, Is there another place to find local happenings?

Keep Water Prices and Property taxes up. Keeps safe neighbors and Rif Raft out
Lower Property Taxes
Taxes are almost as much as in the Cities
Perfect town to raise a family
Police should patrol Local Parks especially off Bellaire
Get a Walgreens instead of Dollar Store
Water too costly
Cheaper Water and Lower Biz Taxes for property/Home Owners
Lower Water Bill City wants to look nice, make it affordable to water yards
Lower Property Taxes
I love this community and want to be a part of its growth
Keep taxes down
Something to control sand burrs along sidewalks and walking trails. Bad for walking dog

All of the responses and comments from the open portion of the survey have been included above.

Additional Thoughts

The data results from this survey were not unexpected but it always a good idea to document the market and to solicit information from residents. Based on the response level, Isanti residents are willing to voice their opinion and communicate with the City. The feedback is good and should be solicited from time to time to various sectors of the community. If specific information for specific age ranges or groups is requested Staff can certainly can put together a more specialized data summary. It should be noted that 142 new housing permits were pulled from 2014 to 2016. This survey data only captured 39 of those new permits and does not capture the most recent sales and trends. The mailing cost of this survey was \$124.08 when conducted in January of 2017.

Attachment

Copy of Letter and Survey that was sent on January 5, 2017



January 5, 2017

Dear Isanti Resident:

As Mayor of the City of Isanti, I would like to welcome you to our Community For Generations. I am happy that you have chosen to move here to be a part of our future. According to our records you have purchased, or moved into a new home recently. We value the opinions and suggestions of all of our residents but are looking specifically at why people are choosing to move to Isanti. All survey results are confidential. Enclosed you will find a brief survey and a self-addressed stamped envelope to return that survey. I strongly encourage you to take the time to fill it out so that the City may learn more about why people are moving to Isanti so we can better serve you and future residents. If you have any questions or concerns, please contact me anytime at 763.442.8749 or george@georgewimmer.com.

Best Regards,

A handwritten signature in blue ink, appearing to read "George A. Wimmer".

Mayor George A. Wimmer

City of Isanti - New Resident Survey

When did you move into your Home? Month _____, Year 201_____

What did your new home cost? (Please Circle one below)

- | | | |
|-----------------------|-----------------------|-----------------------|
| \$110,000 - \$140,000 | \$140,000 - \$160,000 | \$160,000 - \$180,000 |
| \$180,000 - \$200,000 | \$200,000 - \$220,000 | Over \$220,000 |

What factors led to choosing to move to Isanti? (Please **Select up to 3 and Rank** from choices below)

Rank	Reason	Rank	Reason
_____	Cost of Home	_____	Grew up In Isanti / Family
_____	Proximity to Twin City Metro Area	_____	Public School District
_____	Shopping	_____	Private / Charter School
_____	City Park and Trail System	_____	Small Town Feel
_____	Less Traffic	_____	Job Opportunities
_____	Don't Like Big Cities	_____	Crime Rate
_____	Other _____	_____	Other _____

Do you or others in your household work in the City of Isanti City Limits? **YES** or **NO** (Please CIRCLE)

Do you or others commute outside of the City of Isanti to work? **YES** or **NO** _____ # commuters (Please CIRCLE and indicate how many commute)

For commuters which direction do you go? **North / South / East / West** (Please CIRCLE one or more)

What is the age of the person filling out this survey? (Please CIRCLE one from below)

- 18-25 25-30 30-35 35-45 45-55 55-65 Over 65

How many children under the age of 18 live in your household? (Please CIRCLE one from below)

- 0 1 2 3 4 If over 4, please insert number here _____

How many adults over the age of 18 live in your household? (Please CIRCLE one from below)

- 0 1 2 3 4 If over 4, please insert number here _____

Comments or Suggestions on how to improve our community _____

OPTIONAL for Gift Card Drawing: NAME: _____ Phone: _____

PLEASE RETURN BY FEBRUARY 10, 2017 TO THE CITY OF ISANTI IN ENVELOPE PROVIDED
THANK YOU FOR COMPLETING THE SURVEY

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: March 3, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Allina Health Clinic – Clinic opened on March 1, 2017. Allina Health anticipates employment at that location to be between 25-35 people. Allina Health is planning on a Grand Opening ceremony on May 6, 2017 when the weather is nicer. If a formal invitation is sent from Allina it will be communicated to the EDA.

Hotel- Project at standstill.

Senior Memory Care – A site plan has been submitted and approved for a 28 unit Senior Memory Care Facility. The City Council approved a SAC and WAC Deferral Agreement on October 4, 2016. Staff continues to be in contact with the developer and the developer has indicated that plan to construct in spring 2017.

The City has approved a Site Plan Application from O' Reilly Auto Parts. The building official was in contact with O'Reilly last week and they indicated that the project was on schedule and construction would more than likely begin in May or June. The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace.

Whiskey Road Pub and Grub-. The City Council approved project includes a restaurant with alcohol sales and a patio at 404 Whiskey Road. The anticipated opening date is June 2017

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Attached are the February meeting agenda and January minutes. GPS 45:93 is offering an EDA Board Training for those that are interested on March 30. If you are interested let Economic Development Director Sullivan know so registration can be completed.

EDAM – Day at the Capitol: Staff attended the EDAM – Economic Day at the Capitol. Staff met with Speaker Kurt Daudt, Minority Leader Melissa Hortman, Senator John Hoffman and Senator Newton. EDAM supports SF 1522 which is attached. There was no EDAM Board meeting in February due to Day at Capitol Event.

CVN: Staff will attend quarterly meetings to identify prospects.

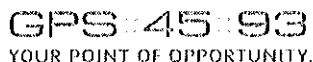
City and Park Logo Registration: Registration of these Logos will be considered by the City Council on March 7, 2017. The goal is to obtain protection for our logo and to be able to restrict the use of it from unauthorized parties.

Community Map: Staff is working on finalizing the maps and layout of the map project. The goal is to have the map Sent out on April 3, 2017 with the spring edition of the Isantian.

Housing Data from MPLS realtors Association: Attached is December 2016 and January 2017 data.

Housing Starts in 2017: As of March 3, 2017 there have been 11 single family housing permits pulled and 3 more waiting to be picked up. The final number for 2016 was 63.



Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE)
Departures include: Café Genevieve's.



Board of Directors Meeting

Pine City Government Center,
315 Main St., Pine City, MN 55063

Friday, February 24, 2017 10:00 a.m. - 12:00 p.m.

GPS 45:93 Mission Statement	GPS 45:93 Strategic Plan Summary
<p>Collaborate to strengthen the regional economy by:</p> <ul style="list-style-type: none">  Providing a regional approach to workforce development, business attraction, retention and expansion  Acting as a conduit for members and the region to access resources and educational opportunities 	<p>Act regionally.</p> <ul style="list-style-type: none"> Provide education and networking opportunities. Promote enhancement of regional workforce and infrastructure. Sustain organizational vitality through effective engagement of volunteer and contracted leadership and resources.

Introductions (and what's new?)

Additions to the Agenda

Approval of Agenda

Approval of Minutes

- a.) January 27, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financials

Presentations – Luke Greiner, DEED Regional Analyst

Chair Report – Rebecca Perrotti

Committee Reports

- a.) Marketing/Website – Sean Sullivan
- b.) Workforce – Carla Vita
 - 1.) Construct Tomorrow – Friday, March 3, 8:30 am-2:30pm, Hinckley Convention Center
 - 2.) Rush City Schools Career & Employment Fair – Monday, March 6, High School
Open to all students, parents, and community 3:15pm-5:00pm
 - 3.) East Central Minnesota Job Fair – Tuesday, April 18, 12:30-4:30
Cambridge Armed Forces Reserve Center
- c.) Housing – Lezlie Sauter

d.) Executive Committee

- 1.) Grant and EDA training update-Richard

Old Business

- a.) Conflict of Interest form for 2017
b.) Tom Recognition – Andrew, Jordan

New Business

- a.) Child Care Capacity Educational Summit – Jordan Zeller
Monday, March 20th from 7:00 PM – 9:00 PM
Pine Technical & Community College
b.) Minnesota Marketing Partnership – Jordan Zeller
March 2, Owatonna
c.) Community Venture Network (CVN) dates for 2017 – Dr. Musgrove

Other Items

a.) Community Needs Assessment-CMJTS

Central Minnesota Jobs and Training Services (CMJTS) is committed to providing its communities with quality workforce development services. In line with a commitment to continuous improvement, CMJTS would appreciate your *open and honest feedback* about services in your community. CMJTS' goal is to examine current performance across a broad range of issues critical to job seeker and business success in central Minnesota. By participating in this survey you will be making an important contribution to improving services or identifying gaps in services in your community. Please complete the Community Assessment Survey by clicking the link below *or* copying and pasting the URL into your web browser:
<https://www.surveymonkey.com/r/CommunityAssessment1>

b.) Auto Insurance Survey-Lakes & Pines

Lakes & Pines Community Action Council is gathering auto insurance stories. We are gathering this information to try to make auto insurance in Minnesota more affordable and fair. Your story may help change how insurance companies set rates. Information you share will be kept private unless you tell us it is okay to share. This survey can be completed at www.lakesandpines.org/auto-insurance. Please share as appropriate across your networks.

Action Items

- a.) Volunteers
b.) Consultant
c.) Admin

Next Board Meeting

March 24, 2017 – 10 AM – Noon, Hosted by: City of Mora, Beth Thorpe
101 Lake Street S, Mora 55051
Tour of Telework Center to follow meeting

GPS 45:93 Board of Directors Meeting Minutes

01/27/17

In Attendance

Nancy Hoffman, Chisago County HRA-EDA
Sandy Voigt, Region Five Development
Commission
Beth Thorp, City of Mora
Sean Sullivan, City of Isanti
Sara Trieber, MLCV/MLBO
Marshall Lind, City of Braham
Mark Perry, City of Hinckley
Melissa Bettendorf, North 65 Chamber
Richard Baker
Heidi Steinmetz, Kanabec County EDA
Greg Anderson, Isanti County Commissioner

Carla Vita, City of North Branch
Jordan Zeller, ECRDC
Brad Brzezinski, MN DEED
Becky Lourey, Nemadji Research Corporation
Jeff Wig, Initiative Foundation
Matt Varilek, Initiative Foundation
Rebecca Perrotti, CMJTS
Andrew Mack, Pine City
Ken Cammilleri, Pine City
Doyle Jelsing, Neighborhood Natl.
Bank/Kanabec County EDA

Approval of Agenda and Minutes

A MOTION WAS MADE BY SULLIVAN TO APPROVE AGENDA. SECONDED BY BAKER. MOTION PASSED UNANIMOUSLY.

A MOTION WAS MADE BY BAKER TO APPROVE THE MINUTES FROM 12/16/16. SECONDED BY SULLIVAN. MOTION PASSED UNANIMOUSLY.

Treasurer's Report

Jelsing reviewed the details of the bank statement. Current balance is \$12,671.49 of which \$576.00 is unencumbered.

A MOTION WAS MADE BY HOFFMAN TO APPROVE THE TREASURER'S REPORT. SECONDED BY PERRY. MOTION PASSED UNANIMOUSLY.

Jelsing informed that in the Budget Report of the \$10K for expenses it is notated that \$8k will be for Consultant and \$2k will be for Administrative duties. Also, of the \$5k put aside for Committee work, \$3500 will go toward website updates. The remaining \$1500 will be for the Regional EDA Training Program with Janna King.

A MOTION WAS MADE BY BAKER TO APPROVE THE BUDGET REPORT. SECONDED BY LOUREY. MOTION PASSED UNANIMOUSLY.

Chair Report

Perrotti informed the group that there were numerous proposals that had been received in response to the RFPs for both the Consultant and Admin positions. On January 18th, the Executive Committee reviewed, ranked and made recommendations. Recommendations are for Northspan Consulting to providing the consulting expertise and Pine City Chamber for the Administration position.

A MOTION WAS MADE BY VITA TO AUTHORIZE THE EXECUTIVE COMMITTEE TO CONTRACT WITH NORTHSPAN FOR CONSULTING AND PINE CITY CHAMBER FOR ADMINISTRATIVE DUTIES. SECONDED BY TRIEBER. MOTION PASSED UNANIMOUSLY.

Perrotti reported that the City of Mora EDA requested a report/presentation from GPS 45:93. Data presented should support ongoing membership.

A Thank You was received from Pat Donohue at Hill Capital for the support GPS 45:93 showed them this past year.

Perrotti requested that any future meeting topics be emailed to her.

Committee Report

Sullivan reported on behalf of the Marketing/Website Committee. He reported that we need to identify what needs to be done by volunteers and what needs to be done by a consultant. Sullivan will speak to new consultant regarding forward motion on the website. Steinmetz requested Kanabec County be added to map ASAP. Hoffman asked if we can get the analytics from the website to see where the users are going on the site.

Vita reported on behalf of the Workforce Committee. Foss invited Princeton Area Chamber of Commerce Director Karen Michels to meeting to discuss what Princeton School District is doing to encourage students to stay in town and find employment in Princeton. Construct Tomorrow is going to be held in Hinckley March 3rd.

The Housing Committee did not have a report, but the ECHO housing event was well attended at the Hinckley Community Center.

The Executive Committee will meet mid-month.

The Initiative Foundation grant was submitted January 26th, 2017. WIG stated he would be an advocate for us at the Board Meeting. This grant focuses on capacity building, economic gardening, and an economic development training event. The EDA Training event that is being planned will be an opportunity for Local Elected Officials and EDA Members to get a basic foundation of Economic Development "Best Practices" as presented by Janna King.

Old Business

Membership meeting scheduled for 2/17. No report on Economic Gardening.

New Business

Please return the Conflict of Interest policy to Perrotti by next meeting. There will be a new item on the agenda for Action Items to be completed by next meeting.

ACTION ITEMS:

- Contact parties that sent proposals to inform them that a decision was made.
- Contract Execution
- Sullivan to work on website
- Kanabec County added to website
- Baker will follow up with King re: EDA Training Event

Other

MOTION TO ADJOURN WAS MADE BY SULLIVAN. SECONDED BY FOSS. MOTION CARRIED UNANIMOUSLY.

NEXT MEETING-FEBRUARY 24TH, CITY OF PINE CITY.



Economic Development Overview Training for Economic Development Organizations and Elected Officials

Instructor: Janna King, CEcD, EDFP
Economic Development Services, Inc.

Thursday, March 30, 2017
Braham Event Center
655 8th Street SW
Braham, MN 55006

Schedule:

5:00 pm - 5:30 pm Registration and Networking
5:15 pm - 5:45 pm Buffet Dinner
5:30 - 8:30 pm Training

Cost of the meal and training is:

\$15 per person for GPS 45:93 members and \$25 for nonmembers.

Topics to be discussed include:

- Creating a competitive community to retain and attract businesses and the workforce your community and economy need
- Developing a strategy for YOUR community
- Retaining existing businesses and helping them expand
- Attracting new businesses
- Supporting start-up businesses and entrepreneurs
- Providing finance and technical assistance tools
- Creating incentive policies appropriate for your community
- Understanding community and infrastructure factors – business and industrial parks, sewer, water, broadband, electricity, transportation, housing, and quality of life
- Economic development is a team sport – creating partnerships in your community and beyond
- Ensuring success and avoiding controversy – leadership, engagement, realistic expectations, ethics, communication, transparency AND confidentiality in economic development

To assist us in a headcount for meals and materials, please RSVP by Thursday, March 23 to Richard Baker (scoops513@gmail.com) with the number of participants who will be attending from your organization.

Payment for your group can be mailed to: GPS 45:93, c/o Chisago County HRA-EDA, PO Box 815, North Branch, MN 55056-0815, or brought to the event.

Questions: Contact Richard Baker at: scoops513@gmail.com, or 906-281-1948.

This training is made possible in part through the financial support of The Initiative Foundation.

SENATE
STATE OF MINNESOTA
NINETIETH SESSION

S.F. No. 1522

(SENATE AUTHORS: ANDERSON, P., Housley, Jasinski and Utke)

DATE
02/27/2017

D-PG
798

Introduction and first reading
Referred to Jobs and Economic Growth Finance and Policy

OFFICIAL STATUS

1.1 A bill for an act
1.2 relating to economic development; appropriating money for the Minnesota
1.3 investment fund; appropriating money for the job creation fund; appropriating
1.4 money for the redevelopment program.
1.5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.6 Section 1. MINNESOTA INVESTMENT FUND; APPROPRIATION.

1.7 \$15,000,000 in fiscal year 2018 and \$15,000,000 in fiscal year 2019 are appropriated
1.8 from the general fund to the commissioner of employment and economic development for
1.9 the Minnesota investment fund under Minnesota Statutes, section 116J.8731. Of this amount,
1.10 the commissioner of employment and economic development may use up to three percent
1.11 for administrative expenses. This appropriation is available until June 30, 2021.

1.12 Sec. 2. JOB CREATION FUND; APPROPRIATION.

1.13 \$12,500,000 in fiscal year 2018 and \$12,500,000 in fiscal year 2019 are appropriated
1.14 from the general fund to the commissioner of employment and economic development for
1.15 the Minnesota job creation fund under Minnesota Statutes, section 116J.8748. Of this
1.16 amount, the commissioner of employment and economic development may use up to three
1.17 percent for administrative expenses. This appropriation is available until June 30, 2021.

1.18 Sec. 3. REDEVELOPMENT PROGRAM; APPROPRIATION.

1.19 \$10,000,000 in fiscal year 2018 is appropriated from the general fund to the commissioner
1.20 of employment and economic development for the redevelopment program under Minnesota
1.21 Statutes, section 116J.571. This is a onetime appropriation and is available in either year
1.22 of the biennium.

Local Market Update – December 2016

A RESEARCH TOOL PROVIDED BY THE MINNEAPOLIS AREA ASSOCIATION OF REALTORS®



MINNEAPOLIS AREA Association
of REALTORS®

Isanti

+ 22.2%

Change in
New Listings

- 52.4%

Change in
Closed Sales

+ 6.5%

Change in
Median Sales Price

December

Year to Date

	2015	2016	+ / -	2015	2016	+ / -
New Listings	9	11	+ 22.2%	326	344	+ 5.5%
Closed Sales	21	10	-52.4%	232	271	+ 16.8%
Median Sales Price*	\$166,425	\$177,200	+ 6.5%	\$158,500	\$177,900	+ 12.2%
Average Sales Price*	\$175,649	\$191,143	+ 8.8%	\$165,449	\$184,047	+ 11.2%
Price Per Square Foot*	\$111	\$121	+ 9.7%	\$105	\$117	+ 11.9%
Percent of Original List Price Received*	98.0%	99.1%	+ 1.1%	98.0%	98.1%	+ 0.1%
Days on Market Until Sale	64	72	+ 12.5%	61	56	-8.2%
Inventory of Homes for Sale	45	43	-4.4%	--	--	--
Months Supply of Inventory	2.2	1.9	-13.6%	--	--	--

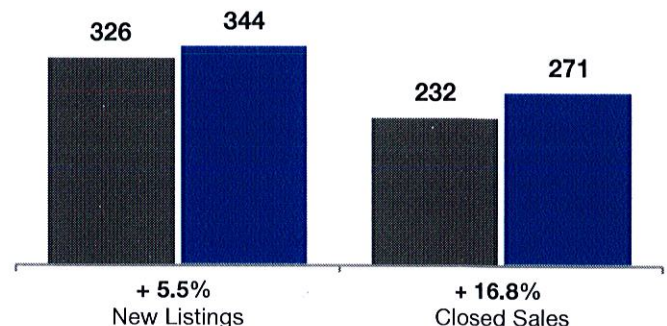
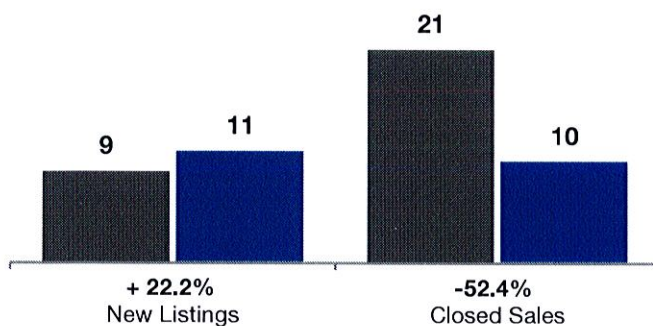
* Does not account for seller concessions. | Activity for one month can sometimes look extreme due to small sample size.

December

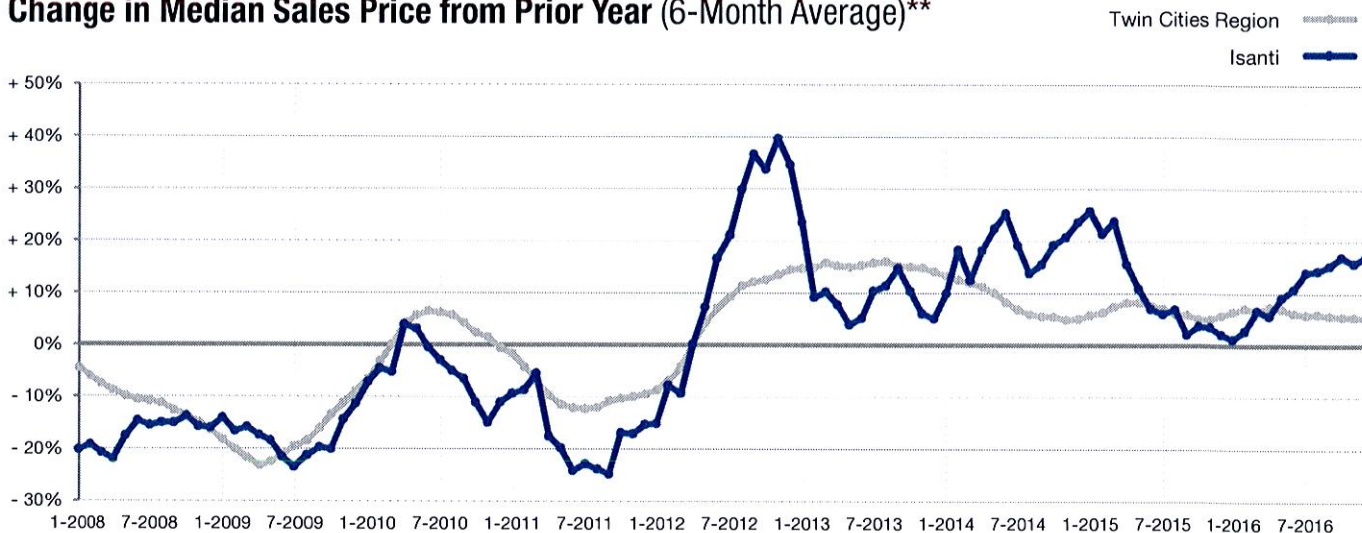
■ 2015 ■ 2016

Year to Date

■ 2015 ■ 2016



Change in Median Sales Price from Prior Year (6-Month Average)**



** Each dot represents the change in median sales price from the prior year using a 6-month weighted average. This means that each of the 6 months used in a dot are proportioned according to their share of sales during that period. | Current as of January 9, 2017. All data from NorthstarMLS. | Powered by ShowingTime 10K.

Local Market Update – January 2017

A RESEARCH TOOL PROVIDED BY THE MINNEAPOLIS AREA ASSOCIATION OF REALTORS®



MINNEAPOLIS AREA Association
of REALTORS®

Isanti

+ 60.0%

Change in
New Listings

0.0%

Change in
Closed Sales

+ 7.4%

Change in
Median Sales Price

January

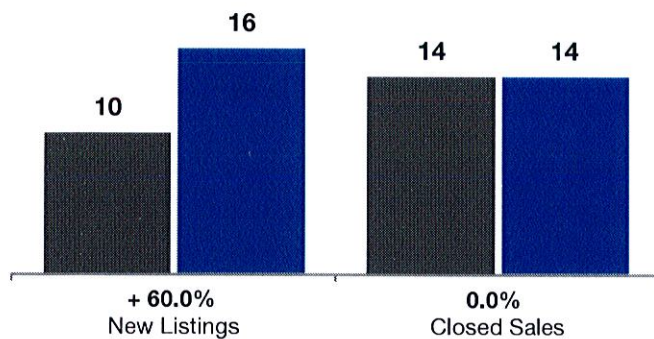
Year to Date

	2016	2017	+ / -	2016	2017	+ / -
New Listings	10	16	+ 60.0%	10	16	+ 60.0%
Closed Sales	14	14	0.0%	14	14	0.0%
Median Sales Price*	\$162,500	\$174,500	+ 7.4%	\$162,500	\$174,500	+ 7.4%
Average Sales Price*	\$191,239	\$173,736	-9.2%	\$191,239	\$173,736	-9.2%
Price Per Square Foot*	\$110	\$125	+ 13.2%	\$110	\$125	+ 13.2%
Percent of Original List Price Received*	92.8%	99.3%	+ 7.0%	92.8%	99.3%	+ 7.0%
Days on Market Until Sale	109	53	-51.4%	109	53	-51.4%
Inventory of Homes for Sale	29	44	+ 51.7%	--	--	--
Months Supply of Inventory	1.4	2.0	+ 42.9%	--	--	--

* Does not account for seller concessions. | Activity for one month can sometimes look extreme due to small sample size.

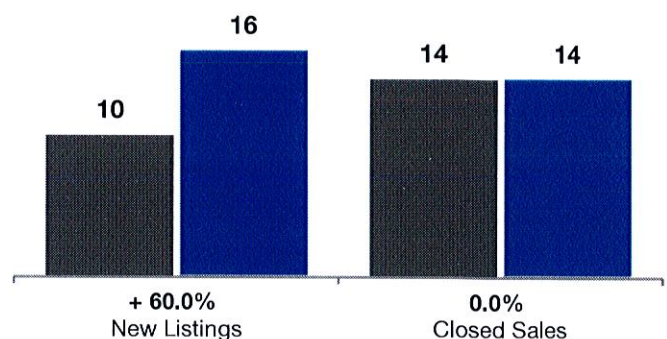
January

■ 2016 ■ 2017

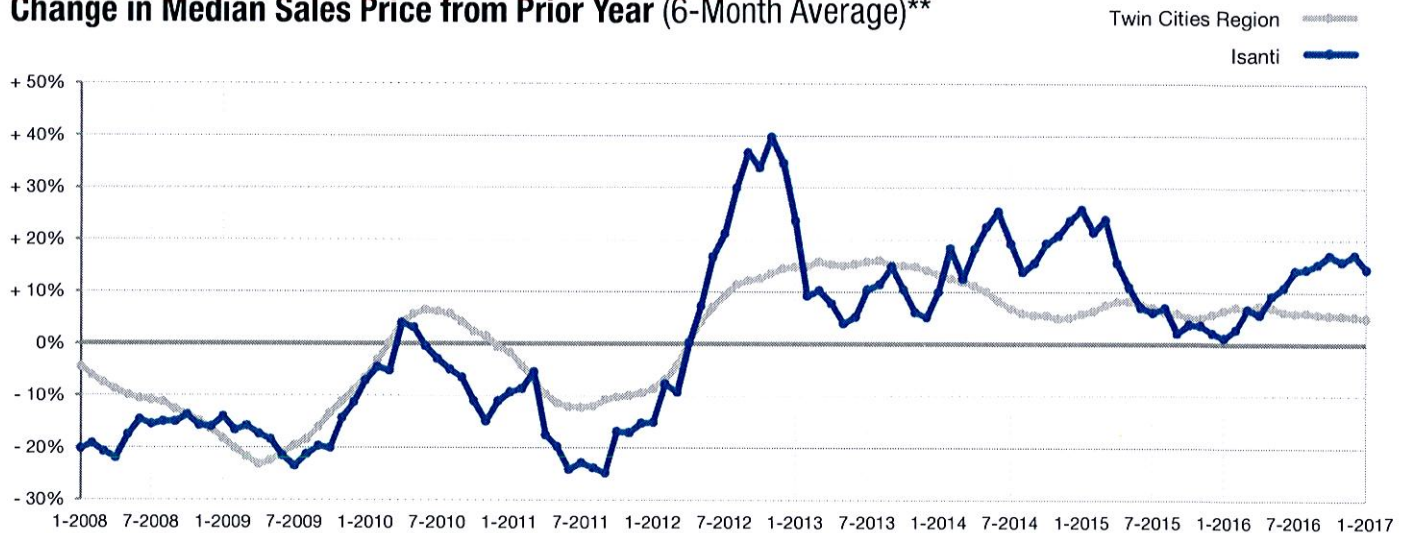


Year to Date

■ 2016 ■ 2017



Change in Median Sales Price from Prior Year (6-Month Average)**



** Each dot represents the change in median sales price from the prior year using a 6-month weighted average. This means that each of the 6 months used in a dot are proportioned according to their share of sales during that period. | Current as of February 8, 2017. All data from NorthstarMLS. | Powered by ShowingTime 10K.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of March 7, 2017 Regular Economic Development Authority Meeting
3. 2017 Mayor's Employer Celebration Day
4. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. CVN
 - d. EDAM
 - e. City and Park Logo Registration
 - f. Community Map
 - g. 5th Avenue Extension
 - h. Housing Starts in 2017
 - i. Business Arrivals and Departures in Isanti 2017
5. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
March 7, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:20 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley and George Wimmer, Steve Lundeen, Tara Hallberg

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

No modifications to the agenda were presented. Motion by Lundeen second by Collison to adopt Agenda as presented. Motion passed unanimously.

2. Approve Minutes of February 7, 2017 Regular Economic Development Meeting

Motion by Collison second by Bergley to approve the minutes for February 7, 2017. Motion carried unanimously.

3. Summary of New Home Construction Survey 2014-2016

Economic Development Sullivan presented the results of the New Resident Survey of new homes constructed from 2014-2016. 132 surveys were mailed out and 107 reached the intended targeted audience. 39 survey will filled out and returned which amounted to a 36% return rate which was statistically significant. The highest percentage of home sales fell in the 160K to 180K range which was consistent with data reported by the MPLS Association of Realtors for this market. The leading factor in selecting to move to Isanti was the cost of the home. Proximity to the metro, small town feel and growing in Isanti / gamily were other secondary factors. The number of commuters was higher than seen in other data provided by DEED with 95% of those surveyed leaving the City of Isanti for work. The data is meaningful and can be used for future marketing and policy decisions.

President Wimmer stated that a lot of this information is similar to the trends that existing during the boom in the mid 2000's. He also stated that a lot of the people moving in are looking for the small town feel but also want some of the big city amenities/services.

Sullivan shared information from the survey relating to the household size. The survey data reported 2.4 where the Census data had us at 2.24.

Lorinser stated how refreshing it was to see the varying comments on both sides of issues. This is what makes this country great.

Sullivan indicated surveying differing groups would be beneficial. He stated that the responses rate and contact with residents was beneficial. More surveys should be developed.

5. Other Business / Updates

Sullivan touched on items highlighted in the Staff Memo below.

Discussion ensued regarding success and the impact of the Chamber of Commerce

- a. Business Prospects
- b. GPS 45:93
- c. EDAM – Day at Capitol
- d. CVN
- e. City and Park Logo Registration
- f. Community Map
- g. Housing Data from MPLS Realtor Association
- h. Housing Starts in 2017
- i. Business Arrivals and Departures in Isanti 2017

6. Adjournment

Lundeen motioned, seconded by Bergley to adjourn at 7:42 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 7th day of March, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director

Date: April 4, 2017

Subject: 2017 Mayor's Employer Celebration Day

Background:

This year will mark the 10th year for the Mayor's Employer Celebration Day in the City of Isanti. The date of this year's event will be June 6th, 2017. The EDA has budgeted \$1000 for the event. A significant cost of the event is the recognition of milestone anniversaries for doing business in Isanti and the plaques associated with it. 24 businesses are slated to receive milestone anniversary awards in 2017. The businesses include:

Business	Years in Isanti in 2017
411 Realty Inc.	10
Auto City Classic	20
Chanticlear Pizza	5
Conveyor's Direct	5
Ducts Unlimited	5
Electrolysis by Patty Jean	10
Hockert Sales	10
Isanti Barber	10
J Robinson Construction, Inc.	10
Krayola Kids Child Care Center	10
Manufactured Component Resources	5
Mark Printing/D & K Scrap -n -Stamp	30
McDonald's	10
Members Cooperative Credit Union	10
Metal Coatings & Mfg	20
MinnCo Credit Union	20

Northern Pawn	10
Pat's Small Engine	10
Rum River Ornamental	30
Signs By Jill	5
Snap Fitness	10
Soothing Touch Massage	5
Teddy Bear Care	20
Therapy Associates	10

It is nice to see the longevity and commitment to Isanti by these businesses. Based on previous years, staff estimates a cost of \$504.00 for plaques to recognize these businesses.

Staff has received confirmation from Isanti Custom Meats to grill out as in past years. They have always done an outstanding job and Staff is pleased that they will be a part of the event again in 2017. Staff will be requesting the presence of organizations such as: ECRDC, Pine Technical College, Anoka Ramsey Community College, Central Minnesota Jobs and Training, Initiative Foundation, DEED and others that can be of assistance to businesses in Isanti.

Staff is continues to update the business list and the employment information for businesses in Isanti. It is the intention of City Staff to get the out the invitation for this event no later than the first week of May. Staff is suggesting an email invitation go out to the businesses like last year. If an email is not available, Staff would propose to send a formal invitation via US Mail. A copy of the invitation (which the Mayor hand signs every year) is attached for your review. Staff is looking for comments or ideas to make this event more successful. This event and costs associated with it are in the adopted EDA budget and no further authorization of the related expenditures is needed if the costs do not exceed \$1000.

Action Requested:

Authorize Economic Development Director Sullivan to coordinate 2017 Mayor's Employer Appreciation Luncheon on June 7, 2017.

Attachments:

- 1) Draft Invitation for Mayors Employer Celebration Day
- 2) Draft Proclamation

*You and Your Employees
Are Personally Invited to the*

***Tenth Annual City of Isanti
Mayor's Employer Celebration Day***

*This event is to celebrate Isanti Employers!
A gratis picnic lunch will be provided following a ceremony celebrating
Isanti businesses with milestone Isanti anniversaries.
Business specialists will be available for any questions you may have.*

Date: *Tuesday, June 6, 2017*

Location: *Isanti Community Center / City Hall*

Time: *11:30-1:00 p.m.*

*Please RSVP by, Thursday, June 1, 2017 to
Sean Sullivan at ssullivan@cityofisanti.us or 763.444.5512.
RSVP is required to have an accurate count for food.*

I look forward to your attendance!

Mayor George Wimmer

Mayor's Proclamation

City of Isanti

- Whereas** Employers and Employees are a dynamic part of the City of Isanti's and Minnesota's economy; and,
- Whereas** The promotion of our Employer's and their talented Staff showcase the strength and success which is an integral part of the City of Isanti's economic development strategy; and,
- Whereas** All Isanti employers located within the City of Isanti provide jobs which significantly contribute to the City of Isanti's standard of living and economic vitality; and,
- Whereas** The City of Isanti has approximately To be inserted people that are employed within its corporate limits; and,
- Whereas** Employees contribute to the economic success of Isanti businesses by buying local and supporting other Isanti businesses; and,
- Whereas** The City is sponsoring an appreciation luncheon to the Employers and their Employees on June 6, 2017 highlighting certain businesses with milestone Isanti anniversaries.

Now, therefore, I, George A. Wimmer, Mayor of the City of Isanti, do hereby proclaim that the day of June 7, 2016 shall be observed as:

Mayor's Employer Celebration Day

in the City of Isanti on this 16th day of May, Two Thousand Seventeen.

George A. Wimmer, Mayor

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: March 3, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Allina Health Clinic –Grand Opening ceremony on May 6, 2017.

Hotel- Project at standstill.

Senior Memory Care – Spring construction start.

O'Reilly Auto Parts - The City has approved a Site Plan Application from O' Reilly Auto Parts. The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace.

Whiskey Road Pub and Grub-. The City Council approved project includes a restaurant with alcohol sales and a patio at 404 Whiskey Road. The anticipated opening date is June 2017

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Attached are the March meeting agenda and February minutes. GPS 45:93 is offering an EDA Board Training for those that are interested on March 30. If you are interested let Economic Development Director Sullivan know so registration can be completed.

CVN: Staff will attend April 21 meeting.

EDAM: Attached is the March Agenda and February minutes.

City and Park Logo Registration: Registration of these Logos will be completed in April of 2017.

Community Map: Map is complete and will be sent out in the Isantian in April.

5th Avenue Extension: Staff and City Officials met with stakeholders on March 30, 2017 to discuss the possible extension of 5th Avenue NE

Housing Starts in 2017: As of March 30, 2017 there have been 13 single family housing permits pulled and 3 more waiting to be picked up. The final number for 2016 was 63.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Climb Theater (118 Main St) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual).



Board of Directors Meeting

Mora City Hall

101 S. Lake Street, Mora, MN 55063

Friday, March 24, 2017 10:00 a.m. - 12:00 p.m.

GPS 45:93 Mission Statement	GPS 45:93 Strategic Plan Summary
<p>Collaborate to strengthen the regional economy by:</p> <ul style="list-style-type: none"> ➤ Providing a regional approach to workforce development, business attraction, retention and expansion ➤ Acting as a conduit for members and the region to access resources and educational opportunities 	<p>Act regionally.</p> <ul style="list-style-type: none"> Provide education and networking opportunities. Promote enhancement of regional workforce and infrastructure. Sustain organizational vitality through effective engagement of volunteer and contracted leadership and resources.

Introductions and Updates

Additions to the Agenda

Approval of Agenda

Approval of Minutes

- a.) February 24, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financials

Presentations – Karen Amundson – The Launch Pad: Mora’s First Telework Center

Chair Report – Rebecca Perrotti

Consultant Report – Karl Schuettler

Committee Reports

- a.) Marketing/Website – Sean Sullivan
- b.) Workforce – Carla Vita
- c.) Housing – Lezlie Sauter

Old Business

- a.) EDA Training – Richard
- b.) Highlights from Minnesota Marketing Partnership – Jordan Zeller
March 2, Owatonna

New Business

- a.) Community Venture Network (CVN) - Friday, April 21, 9am-2:30 pm

Other Items

Action Items

- a.) Volunteers
 - Final invites and numbers for EDA training
 - Economic Gardening
- b.) Admin
 - Organization of Google drive
 - Coordination with Nancy for Xceligent
- c.) Consultant

Next Board Meeting

April 28, 2017 – 10 AM – Noon, Hosted by: City of Cambridge, 300 Third Avenue NE, Cambridge, MN 55008

Tour of Launch Pad Telework Center, 16 Lake Street North, Mora, MN 55051

GPS 45:93 Board of Directors Meeting Minutes

February 24th, 2017
City of Pine City

In Attendance

Ken Cammilleri, City of Pine City
Sandy Vogt, Reg. Dev. Commission
Beth Thorp, City of Mora
Carla Vita, City of North Branch
Nancy Hoffman, Chisago County HRA-EDA
Lea Jacquemart, Anoka Ramsey Comm. College
Mark Nelson, East Central Energy
Richard Baker
Brent Stavig, Rush City Schools
Becky Lourey, Nemadji Research Corporation
Jessica Seibert, City of Sandstone
Marshall Lind, City of Braham
Luke Greiner, DEED
Heidi Steinmetz, Kanabec County EDA

Jeff Wig, Initiative Foundation
Mark Perry, City of Mora
Rich Olseen, Congressman Nolan
Kart Schuettler, Northspan Group
Becky Schueller, Pine City Chamber
Jolene Foss, City of Princeton
Lana Black, East Central Energy
Rebecca Perrotti, Central MN Jobs & Training
Greg Anderson, Isanti County Commissioner
Leaha Jackson, City of Sandstone
Matthew Van Steenwyk, City of Pine City
Andrew Mack, City of Pine City
Frank Christopherson, Pine City EDA
Sara Treiber, MLCV/MLBO

Call to Order: Meeting called to order by President Perrotti at 10:13 am followed by room wide introductions

Additions/Deletions to the Agenda: None

Approval of Agenda: MOTION TO APPROVE AGENDA AS PRESENTED BY BETH THORP, SECONDED BY MARK PERRY. MOTION UNANOMOUSLY CARRIED.

Approval of Minutes: Requested modifications: Inclusion of Jolene Foss of the City of Princeton on the previous meeting attendance list and correction of the second sentence in the Approval of Agenda and Minutes section to read "A MOTION WAS MADE BY BAKER...". MOTION TO APPROVE MODIFIED MINUTES BY FOSS, SECONDED BY VITA. MOTION UNANOMOUSLY CARRIED.

Approval of Treasurer's Report: Jelsing was not present to present the Treasurer's report. MOTION TO APPROVE TREASURER'S REPORT AS PRESENTED BY BAKER, SECONDED BY SEIBERT. MOTION UNANOMOUSLY CARRIED.

Presentation: Luke Greiner, DEED Regional Market Analyst presented "Employment Trends in Region 7E". The presentation will be emailed to board members. A list of jobs that do not require higher education will be provided to Perrotti.

Chair Report: Executive committee including Baker, Hoffman, and Perrotti are working on service contracts for consultant. Noted, given budgetary limitations the follow items will be of primary focus with Karl Schuettler of Northspan Group Inc.

- Organizational growth and support (i.e. marketing, membership growth, communications strategies, funding mechanism recommendations)
- Website development
- Economic Gardening

Committee Reports:

Marketing: Baker indicated that the marketing committee will be working with Northspan Group to get advice on website content.

Workforce: Vita provided updated on Construct Tomorrow, Rush City Schools Career & Employment Fair, and the East Central Minnesota Job Fair. She also noted that they are working to increase Pine City Technical and Community College and Anoka Ramsey Community College Representation.

Housing: Mack provided an update on the recent East Central Housing Organization (ECHO) community meeting at the Pine County Courthouse.

Executive committee:

Baker discussed the Economic Gardening grant and the need to raise \$25,000, or \$5,000 from 5 businesses. A brief discussion on Economic Gardening followed.

Baker provided an updated on the EDA board training scheduled for March 30th at the Braham Event Center. Janna King will be presenting. The event has been established in partnership with the Initiative Foundation and GPS. At least 40 attendees are needed to cover the costs, members are encouraged to get as many attendees as possible. He noted the fee would be \$15 for members and \$25 for non-members. Food selections were determined to be the chicken, mashed potatoes, and the green bean almonidine.

Old Business:

Perrotti reminded members to complete and submit the conflict of interest forms for 2017.

A discussion was had about the formal recognition of Tom Willet. A recommendation was made to present a plaque recognizing his service to GPS at an EDRDC lunch on March 10th in Mora. Mack and Zeller will be coordinating the creation and presentation of the award.

New Business:

Zeller provided a listing of events hosted by the EDRDC. The Regional Child Care Capacity Building Summit to take place on Monday, March 20th at the Pine Technical & Community College. He requested that any interested parties RSVP. Zeller noted the Minnesota Marketing Partnership program discussing the tourism industry BR & E training. Zeller indicated he will report back after the meeting. Zeller also sought to gauge interest on having a Financial Resource Summit. Lastly, Zeller noted upcoming events focusing on succession planning and housing.

Dr. Musgrove was not available to comment on the Community Venture Network. Next meeting is scheduled on Friday, April 21st, 2017.

Other Items: Perrotti provided an updated on the Community Needs Assessment-CMJTS. Perrotti provided an overview of the auto insurance survey being conducted by Lakes & Pines Community Action Council.

Action Items:

- Volunteers
- EDA Board Training Invitations

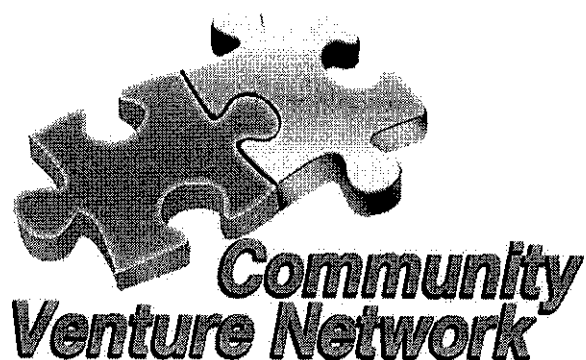
MOTION TO ADJOURN THE MEETING MADE BY ZELLER, SECONDED BY BAKER. MOTION CARRIED.

MEETING ADJORNED AT 12:19.

Next Board Meeting – March 24th, 2017 in Mora at City Hall - 101 Lake Street South.

Minutes provided by:

Matthew Van Steenwyk – City of Pine City



CVN EVENT LOCATION DETAILS

Friday, April 21st, 2017

9:00 am registration, 9:15 am start; 2:30 pm end

Southview Country Club (event location)

239 Mendota Road East
West St. Paul, MN 55118
(651) 451-6856

Courtyard Marriott Minneapolis-St. Paul Airport

(shuttle will be provided to Southview at 8:30am and from Southview to the airport at 2:30pm)

1352 Northland Drive
Mendota Heights, MN 55120
(651) 452-2000

Standard Rate: \$169 *CVN Preferred Rate: \$96**

**when booking, please do so by Thursday, March 30th, 2017 and ask for the Community Venture Network Room Block – April 2017.*

Northwood Inn & Suites

1225 E 78th Street
Bloomington, MN 55120
(866) 539-0036

Standard Rate: \$60*

**published rate on hotels.com – may vary at time of booking*

Microtel Inn & Suites St. Paul – Eagan

3000 Denmark Avenue
Eagan, MN 55121
(651) 405-0988

Standard Rate: \$51*

**published rate on hotels.com – may vary at time of booking*



4.d.

Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 Large Conference Room
March 29, 2017 – 10:00 A.M-12:00 P.M.**

Agenda

- I. Call to Order – Kienberger
- II. Check In – Kienberger
- III. Review of Agenda – Kienberger
- IV. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - January Meeting 2017 (in packet)
 - b. Approval of monthly statements (in packet)
- V. Winter Conference Update – de Julio
- VI. Past Presidents Event in October – Brown
- VII. EDAM Membership Campaign Update- de Julio (In Packet)
- VIII. Communications Committee Chair Appointment - Kienberger
- IX. 2017 EDAM Work plan Review –Kienberger (In Packet)
 - a. Government Relations Update
 - b. Member Services Update
- X. Committee Report Action Items/Requests
 - a. Executive Committee update
 - RFI Update
 - Executive Committee/Ewald Meeting in April
 - Ewald Hours
 - b. Member Services
 - c. Government Relations
 - d. Marketing/Communications
 - e. Conference Committee

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization

- f. EDAM U
- g. 50th Anniversary Committee Update

- XI. Review Action Items
- XII. Next Scheduled meeting: April 26, 2017
- XIII. Adjourn

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota
Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting
January 25, 2017 – 10:00 A.M.-12:00 P.M.

Minutes

- I. President Kienberger called the meeting to order at 10:03 a.m.

Members Present: President Christie Rock-Hantge, First Vice President Adam Kienberger, Second Vice President Megan Barnett-Livgard, Erik Hansen, Trisha Rosenfeld, Sean Sullivan, Matt Brown, Past President, Mark Vaux (Phone), Erin Sparks Jeff Rossate, Absent: Kim Lindquist

Staff Present: Nick de Julio

- II. Introductions: Members introduced themselves

- III. Check In – Kienberger

Board members provided updates on how they were doing

- IV. Review of Agenda – Kienberger

Erik Hansen-Asked to add discussion regarding the awards to the agenda under Winter Conference.

- V. Consent Agenda – Kienberger

- a. Approval of Board Minutes - December Meeting 2016 (in packet)
- b. Approval of monthly statements (in packet)

There was a motion and second (Hansen/Sullivan) to approve the consent agenda. The motion passed.

- VI. Board Housekeeping Items – de Julio

De Julio shared updated staff contact sheets and Board or Directors resource documents with the board. He also asked members to submit headshots to him for the website.

- VII. Winter Conference Review - Kienberger

Sean Sullivan noted that the sessions had more detail and content than in the past and that there was too much food on Thursday night.

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

Adam Kienberger- Nice to have evening entertainment. Kept people around and finished at a decent time. Positive feedback from others attend ending from keynotes to breakouts. Kienberger also noted that the logo was not up on the main ballroom stage.

Erin Sparks suggested that Medalist members and their sponsorship need to be highlighted more

Christy Lewis suggested changes to the onsite: Offer an electronic version and print option as well.

Trisha Rosenfeld- marketing committee to look at e version on onsite as well.

Erik Hansen- Awards: Brooklyn Park awards: Time change angst: Building relationships with the award: videos were useful in branding. Felt rushed and missed opportunities to develop the partnerships. Would be good for the board to give feedback on how to promote and build name recognition across the state.

Sean Sullivan- do our best to accommodate all that we are bringing before the organization.

Board thought it would be good to send out Thank you notes and apologize for any snafus regarding the awards program: (Nick will work with Adam on these)

Erik Hansen suggested in the future it would be great if the DEED Commissioner could stay around longer for the conference. We need to put the importance there.

Erin Sparks agreed, in the past the Awards have been the highlight of the conference.

Megan Barnett-Livgard: Marketing and Communications process in the future- make the application process easier in the future. PDF online was an issue. New format needed, and questions need to be more applicable to the award. Application for each category.

Erik Hansen suggested that the Board should stay/sit with selecting winners:

Matt Brown – Requested a change selection process to choose and recommended that it happen at a board meeting.

Adam Kienberger noted that there were format issues: Timing and expense were an issue. He said it was best to keep the planning with the marketing/communications committee.

Trisha Rosenfeld added that the awards were talked about in Nov. Best interest to take the format similar to MN Brownfields awards. Best thing to do at the time and noted that there should be a video in the future. Open to a standalone committee.

Sean Sullivan suggested having DEED on hand to help pass out awards in the future.

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

Motion by Erik Hansen, to have the awards program discussion go to the committee chairs meetings. Second by Sean Sullivan- Motion passed. Megan Barnett-Livgard, commented that the program needs to be in a committee. Motion Passed

VIII. Medalist Benefit Review

Discussion regarding changing the medalist benefits for Diamond Level sponsors so that match up with the distribution of free conferences with the membership financial level.

There was a motion and second (Hansen/Sullivan) to change the free registrations for Diamond from 2 to 4 per year. The motion passed

De Julio to follow up with all Diamond Sponsors about the change in benefits.

IX. Member Renewal Update

De Julio recap- de Julio provided a quick recap of where were at with renewals coming in. Planning to provide a deeper review at the next board meeting.

X. 2016 Work plan Review

No report at this time

XI. Committee Report Action Items/Requests

a. **Executive Committee update**

Hours- quick update of where we are at.

b. **Government Relations**

2017 Platform-Two documents: Internal and external document. Brown suggested creating a companion document that goes with the full EDAM policies but also list 2017 priorities. The board agreed that the full policy should placed on website as well. Brian will update- website and ebalst (print out's)

c. **Conferences Committee**

Discussion about a firework vendor and contact proposal was presented. Members asked if they wanted to get more quotes as well as a MN vendor. Members felt that the timing was getting close and that we needed to secure a vendor for the conference.

There was a motion and second (Hansen/Kienberger) to approve the presented contract (Up to 5K) and have staff work with them on any small changes. The motion passed

d. **Marketing/Communications**

Nothing to add to the Report.

e. **Member Services**

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

EDAM member benefit options to have some cross partnership exchanges with the marketing partnership. Megan, keep working on it for possibly 2018. Erin, need to keep looking at new ways to add benefits.

Sparks asked if the Board was ok with vetting out and bringing back to the board. They agreed and she would keep exploring the idea.

Kienberger asked if there was a perceived benefit to membership. If yes, an EDAM contribution: how much and when would we pay.

Comfort level of the board: Board is comfortable with it and asked Sparks to explore more.

f. EDAM U

Nothing to add to the report

XII. 50th Anniversary Committee:

No update to add

XIII. Review Action Items

De Julio to send letters to Awards recipients and submitters apologizing for any errors or troubles

De Julio to follow up with Diamond Medalists about benefit change

XIV. Adjourn

*There was a motion and second (Sullivan / Sparks) to adjourn the meeting. The motion passed.
The meeting adjourned at 11:58am*

Respectfully submitted,

Nick de Julio, AE

EDAM's Mission:

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EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of April 4, 2017 Regular Economic Development Authority Meeting
3. City Promotional Bag Program Update
4. Isanti Hotel Update
5. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. 10th Annual Mayor's Employer Celebration
 - d. CVN
 - e. EDAM
 - f. 5th Avenue Extension
 - g. Logo Use
 - h. Housing Starts in 2017
 - i. Business Arrivals and Departures in Isanti 2017
6. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
April 4, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:17 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, Steve Lundeen, and Tara Hallberg

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

No modifications to the agenda were presented. Motion by Lundeen second by Bergley to adopt Agenda as presented. Motion passed unanimously.

2. Approve Minutes of March 7, 2017 Regular Economic Development Meeting

Motion by Lundeen second by Lorinser to approve the minutes for March 7, 2017. Motion carried unanimously.

3. 2017 Mayor's Employer Appreciation Luncheon

Economic Development Sullivan presented the staff memo highlighted the previous success of the event and the importance of it moving forward. It was noted that this year would mark the 10th year of this event. Sullivan suggested that the event not be changed due to its success. Sullivan stated that costs had been going up due to the increased numbers of businesses and the milestone anniversaries and the recognition plaques. He asked the EDA to authorize him to move forward with coordination of the 2017 event to be held on June 6 at the Isanti Community Center.

President Wimmer stated it has grown every year. He thanked Commissioner Warring, who was present at the meeting, for his volunteer work and participation in the event. He also acknowledged participation by elected officials and Isanti businesses in past events. He indicated that it is a great opportunity to share with businesses how Isanti has changed from the past year.

Motion by Bergley, second by Lundeen to approve June 6th 2017 as event date and to authorize Economic Development Director Sullivan to coordinate event.

5. Other Business / Updates

President Wimmer updated the EDA about the Circle B retreat Center in Isanti Township. He and Economic Development Director Sullivan met with the owner and based on the conversation the owner has withdrawn his application to the Isanti County for the CUP. The intent is to now request annexation into the City of Isanti so the entire project would be in city limits.

Sullivan indicated that he was meeting with interested parties in regards to the hotel. Consensus was that another hotel was needed in the Isanti –Cambridge Market and whatever location secured on first would probably hinder efforts to get one in the other community for quite some time.

The estimated timeline for the Whiskey Road Pub and Grub to open was pushed back.

Sullivan highlighted the 5th Avenue Extension meeting and the level of participation by the stakeholders. He was encouraged by the open discussion and thought that he would have something to report in a month or so.

President Wimmer echoed Sullivan's optimism and thought the meeting with stakeholders was very productive and that the stakeholders need to work with each other and the city to find a fair solution.

Sullivan updated the Staff memo information with 15 new housing permits being pulled with 4 more ready to be picked up.

Commissioner Lorinser asked what the annual projections were for the SAC and WAC hook-ups for the sewer and water study.

Sullivan stated that it was based on 25 SAC and WAC hookups annually.

- a. Business Prospects
- b. GPS 45:93
- c. CVN
- d. EDAM
- e. City and Park Logo Registration
- f. Community Map
- g. 5th Avenue Extension
- h. Housing Starts in 2017
- i. Business Arrivals and Departures in Isanti 2017

6. Adjournment

Lundeen motioned, seconded by Lorinser to adjourn at 7:45 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 4th day of April, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO

A Community For Generations.



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: May 2, 2017
Subject: City Promotional Bag Program Update

Background:

1000 ABE Celebration Tote bags have been ordered and received. They look nice and will serve this program admirably. City Staff sent out a request for Isanti business to donate items to place in bags in order to promote their businesses to visitors to the Land O Lakes BMX National held at Isanti Indoor Arena – Home of Rum River BMX. Staff has already heard back from 3 businesses and plans to engage others for participation. City staff will stuff the 330-340 bags and provide them to Rum River BMX for distribution at the event the weekend of May 13th. The City plans to use this program for a Soccer Event in July and another BMX event in August. This pilot program will be evaluated after each event to see if it is working and if business feel they are getting benefit.

Action Requested:

None, this is an information item.

Attachments:

None

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: May 2, 2017
Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan will provide an update on the on the Hotel Project in Isanti.

Action Requested:

Based on Discussion

Attachments:

None

MEMO

A Community For Generations.



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: April 28, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Allina Health Clinic –Grand Opening ceremony on May 6, 2017.

Hotel- Working with Developer and Builder

~~Senior Memory Care – Extension to Site Plan granted on April 18, 2017. Owner states project to begin construction this year.~~

O'Reilly Auto Parts - The City has approved a Site Plan from O' Reilly Auto Parts. The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Building permit paid in full and picked up. Construction expected to commence in May or June 2017

Whiskey Road Pub and Grub-. The City Council approved project includes a restaurant with alcohol sales and a patio at 404 Whiskey Road. Project Delayed.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Attached are the April Agenda and March meeting minutes.

Mayor's Employer Celebration Day: Event will be held on June 6, 2017. Attached is copy of the Invitation that went out to all Isanti businesses on April 25, 2017. PLEASE RSVP.

CVN: Attached is the lineup of presenters at the CVN event in April. Staff is researching each presenters to evaluate if they are a fit for Isanti.

EDAM: Attached is the April Agenda and the March Minutes. Staff will be attending the EDAM Summer Conference June 28-June 30 and details are also attached.

5th Avenue Extension: Staff and City Officials met with stakeholders on March 30, 2017 to discuss the possible extension of 5th Avenue NE. Staff continues to communicate with stakeholders in the effort to reach a deal that moves the project forward.

Logo Use: City Staff is working on a procedure to evaluate requests for the use of the City Logo. Staff anticipates a form and procedure will be developed.

Housing Starts in 2017: As of April 27, 2017 there have been 27 single family housing permits pulled and 2 more waiting to be picked up. To put into perspective as of April 30, 2016 we had 25 SFR permits that were pulled. At this pace we are slightly ahead of last year's pace. It should also be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future. As of today we have already met the 2017 calendar year goal.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE)
Departures include: Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual).



Board of Directors Meeting

5.b.

Cambridge City Hall, 300 Third Avenue NE
Cambridge, MN 55008

Friday, April 28, 2017 10:00 a.m. - 12:00 p.m.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
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Introductions

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) March 24, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financials

Presentation – Bill Coleman, Community Technology Advisors – Regional Broadband

Chair Report – Rebecca Perrotti

- o Economic Gardening Orientation with Edward Lowe Foundation
- o 990 filing
- o EDA Training
- o Future topics of interest

Consultant Report – Karl Schuettler

Committee Reports

- a.) Workforce – Carla Vita
- b.) Housing – Lezlie Sauter
- c.) Marketing/Website – Sean Sullivan

Old Business

- a.) EDA Training Outcomes – Richard
- b.) Community Venture Network information – Dr. Musgrove

New Business

- a.) Meta 13 Contract Services
- b.) Facebook page

Other Items

- a.) Fabrication Lab Open House, April 26th
- b.) Creative Minnesota Presentation at ECRAC, April 28th
- c.) Cybersecurity Colloquium, May 18th

Action Items

- a.) Volunteers
- b.) Consultant
- c.) Admin

Next Board Meeting

May 19, 2017 – 10 AM – Noon, Hosted by: Pine County, 635, Northridge Dr. NW, Pine City, MN 55063

**GPS 45:93
Board of Directors Meeting
Meeting Minutes**

March 24, 2017

The meeting was called to order by President Perrotti at 10:02 am at Mora City Hall, located at 101 Lake Street S., Mora, MN 55051.

In attendance:

- | | |
|----------------------------|-------------------------------------|
| • Nancy Hoffman | Chisago County HRA-EDA |
| • Robert Musgrove | Pine County Economic Development |
| • Sean Sullivan | City of Isanti |
| • Richard Baker | |
| • Leah Jackson | City of Sandstone |
| • Karen Amundson | Mora Area Chamber of Commerce / KBI |
| • Jordan Zeller | ECRDC |
| • Sara Treiber | Mille Lacs Corporate Ventures |
| • Heidi Steinmetz | Kanabec County EDA |
| • Joe Mulford | Pine Tech & Community College |
| • Marc Johnson | ECMECC / KBI |
| • Greg Anderson | Isanti County Commissioner |
| • Brett Carlson | North Branch Schools |
| • Carla Vita | City of North Branch |
| • Rebecca Perrotti | CMJTS |
| • Mark Perry | City of Hinckley |
| • Doyle Jelsing | Neighborhood National Bank |
| • Karl Schuettler | Northspan |
| • Lezlie Sauter | Lakes & Pines CAC |
| • Andrew Mack | City of Pine City |
| • Marshall Lind | City of Braham |
| • Brad Brzezinski | DEED |
| • Beth Thorp | City of Mora |

Introductions & Local Updates

All those in attendance offered introductions and updates on local activity.

Additions to the Agenda

Vita requested that the Image Art Show be added to the agenda.

Approval of the Agenda

Motion by Musgrove, second by Zeller to approve the agenda as amended. All voted and the motion carried unanimously.

Approval of Minutes

Motion by Vita, second by Musgrove to approve the February 24, 2017 meeting minutes as presented. All voted and the motion carried unanimously.

Treasurer's Report – Doyle Jelsing

Jelsing provided the financial report. Baker provided clarification on certain budget items and reminded members to pay 2017 dues in a timely manner. Sullivan stated that DEED is uncertain about future FAM Tour events, and suggested that those members who made financial contributions for the past FAM Tour consider repurposing the FAM Tour funds. The group discussed possible options, including a real estate event to promote available properties. No action was taken on this matter. Motion by Musgrove, second by Baker to approve the Treasurer's Report as presented. All voted and the motion carried unanimously.

Presentations – Karen Amundson – The Launch Pad: Mora's First Telework Center

Amundson provided a brief history of the Kanabec Broadband Initiative effort and the development of a telework center. Mulford spoke about Pine Tech's interest in becoming a telework center subscriber so that students residing in Kanabec County will have access to the facility. Mulford described a goal of breaking down barriers for students who live farther from campus. Johnson provided background on preparing the facility for use. Jelsing spoke about the need to grow the facility. Johnson, Jelsing, and the group spoke about the use of CAF money to increase broadband availability in the region.

Chair Report – Rebecca Perrotti

Perrotti stated that the Executive Committee met recently to discuss several items pertinent to GPS 45:93, including: Becky Schueller, Administrative Consultant, will be working to compile past GPS 45:93 information in order to make it accessible to all members; Perrotti is working to provide ECE will additional information for its consideration of becoming a member; GPS 45:93 received a grant from the Initiative Foundation in the amount of \$8,200 for economic gardening (\$5,000) and economic development training (\$3,200); and, Tom Willett's plaque of recognition, coordinated by Andrew Mack, is finished.

Consultant Report – Karl Schuettler

Schuettler presented results of the survey that was recently distributed to all members. Schuettler also stated that a meeting was held on March 24th to review the economic gardening program with local economic developers.

Committee Reports

Marketing / Website – Sean Sullivan. Sullivan stated that Schuettler is putting together ideas for the GPS 45:93 website. Members will have access to make their own changes, but Sullivan will assist as needed.

Workforce – Carla Vita. Vita spoke about the new Director of the East Central Regional Library System; stated that the Construct Tomorrow event was very successful; the North

Branch Chamber and School District are putting on a job fair; Rush City recently held a job fair; stated that a mobile training lab for welding will be operational within one year; and, informed the group that DEED has eliminated all Business Service Specialist positions within the state and will be moving to a more regional focus.

Housing – Lezlie Sauter. Sauter reported that the East Central Housing Organization (ECHO) held two planning sessions (January and February) with good attendance from the region; and, stated that ECHO meetings are held monthly in Pine City with presentations each month.

Old Business

EDA Training – Richard Baker. Training is scheduled for Thursday, March 30th in Braham. We currently have 51 paid participants and 2 speakers, with registration still open. Baker will be developing a participant survey for the event.

Highlights from Minnesota Marketing Partnership – Jordan Zeller. Zeller provided copies of the PowerPoint presentation from the March 2nd quarterly meeting held in Owatonna.

New Business

Perrotti provided details of the April 21st CVN event.

Vita provided details of the Image Art Show opening on April 22nd.

Other Items

None.

Action Items

Perrotti briefly highlighted volunteer opportunities related to GPS 45:93 activities.

Next Board Meeting

The next meeting will be held on April 28, 2017 at Cambridge City Hall – 300 Third Avenue NE, Cambridge, MN 55008.

Adjourn

Motion by Hoffman, second by Sauter to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 12:06 pm.

Board members were invited to tour the Launch Pad telework center at 16 Lake Street N, Mora, MN 55051.

Meeting minutes prepared by Beth Thorp, City of Mora.



5.c.

*You and Your Employees
Are Personally Invited to the*

*Tenth Annual City of Isanti
Mayor's Employer Celebration Day*

*This event is to celebrate Isanti Employers!
A gratis picnic lunch will be provided following a ceremony celebrating
Isanti businesses with milestone Isanti anniversaries.
Business specialists will be available for any questions you may have.*

Date: Tuesday, June 6, 2017

Location: Isanti City Hall / Community Center

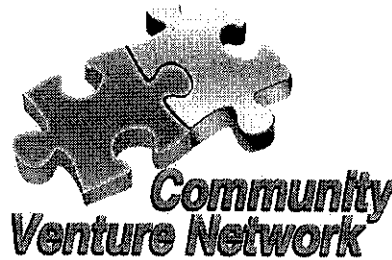
Time: 11:30-1:00 p.m.

*Please RSVP by, Thursday, June 1, 2017 to
Sean Sullivan at ssullivan@cityofisanti.us or 763.444.5512.
RSVP is required to have an accurate count for food.*

I look forward to your attendance!

A handwritten signature in black ink, appearing to read "George Wimmer", is written over a horizontal line.

Mayor George Wimmer



Community Venture Network session – Friday, April 21st, 2017

**Southview Country Club – West St. Paul, MN
239 Mendota Rd E, St Paul, MN 55118**

Note: The following is a snapshot of the companies participating in our upcoming Community Venture Network seminar. If you have questions on particular projects, please let us know. Full summary information on each company will be provided to each attendee in a booklet on the day of the seminar.



www.coffeebooster.net Coffee Booster is three top quality, fat-oriented ingredients

which make your coffee taste fantastic and keep you focused and energized for longer than ever. Coffee Booster is shelf stable (no refrigerator needed) so it can be used at home, the office, at Starbucks, or even in your car. Just add a scoop, blend, and enjoy. Clarified butter, also known as “ghee”, is made by extracting the milk sugars & proteins from butter, leaving behind only the butter fat. CB only contains grass-fed cow butter. Ghee contains multiple different lengths of fatty acids, many of which have documented positive health benefits. Butyrate in particular has many well-documented benefits, including fat-burning, preserving insulin sensitivity, and suppressing tissue inflammation.

Since our founding, we have grown from an in home business into a commercial kitchen and production facility in the Minneapolis metro and are now looking to add capacity to further our growth. We will eclipse \$1M in annual sales in 2017 and need additional capacity to meet demands of retail customers. Expanding production outside of the metro appeals to us for purposes of cost savings, adding dedicated team members to our production team and in being able to source high quality butter from local producers. We will look to begin with 5,000 sq ft+ of production space, in a retrofitted food grade facility and hope to be able to scale facility space as needed.



www.orbitronco.com The Orbitron Companies Inc. (Orbitron) has developed and patented a unique and revolutionary product that significantly and positively acts upon lubricating fluids, thus extending the usable life of the lubricants. By utilizing this process in a variety of industrial systems, the degradation occasioned by varnish and sub-micron foreign contamination can be significantly reduced or eliminated entirely. This innovative technology is being utilized around the world in multiple applications and is helping end users cut costs and increase productivity. Orbitron prides itself on its creative marketplace solutions, its commitment to cutting-edge technologies and its superior customer service.

We currently source some of our products in Michigan and do final manufacturing and assembly in Florida. This is less than ideal and seeing as we're based in the Minneapolis area, we would like to consolidate and grow manufacturing and distribution from a location in the Midwest. Being outside the metro appeals to use from a cost of doing business perspective and we believe our operation would fit nicely in a smaller community, benefitting both parties. We will look for existing space to scale into initially, with flexibility at inception in the 5,000 – 10,000 sq ft range.



www.maperformance.com Founded in 2006, we provide high end parts to the automotive enthusiast and professionals in the automotive industry. From parts sales to machine work to dyno tuning – we are able to provide the high level results our customers expect.

As we continue to grow from a new business in 2006 to a \$15M+ annual business in 2017, we are looking at our future and if continuing to scale in one location is the best for our business. We are currently located in Cottage Gove, MN and while we have the land available to add the space we believe we'll need in the next 2-3 years – 25,000 sq ft of additional warehouse, distribution and production space – we are interested in meeting with communities outside of the metro to determine if scaling in a second location is beneficial to our business. We would be looking to build or, potentially if the building were the right fit, acquire an existing 25,000 sq ft facility. We will look to add a handful of staff initially – 3-7 and 15-20 over time as we trend toward doubling our annual revenue in the next 3-5 years.



www.industrack.com At IndusTrack, our single software platform, “One Source” is what makes us different. Under a single umbrella, you can manage your fleet, asset, and mobile workers and seamlessly integrate

the information with your existing back-office systems. Using this combined actionable data system means you are not collecting information from different systems, manually creating reports, and trying to make sense out of them. This solution is exceptionally intuitive. It allows you to manage your data efficiently and integrates seamlessly with your existing technology.

We are experiencing explosive growth and need more talent to take our company to the next level. We are looking for forwarding-thinking, career-minded team players who will be excited about growing the business with us, and who understand how integral their roles are to our continued growth and success. As we scale, we're looking to put a portion of this growth outside the metro.

DryMAX Solutions (website under revision currently) We dry grains and biomass with innovative RF technology. We far surpass current tech that requires gas or propane and high heat. Ours is low heat and targets water all throughout the target rather than surface - in. Many advantages over competitors will revolutionize this industry. We dry using radio waves that target water molecules in three different ways. This can be done below 100F, using electricity, making it available for farmers worldwide in a safe and easy to set up format. Results for grains are much reduction in cost, waste, loss and improvements in nutrition, preservation, germination and value. For biomass, we have orders from a new powerplant wanting our system installed next year. We can dry woodchips to a specific % moisture in silos for 400% less OPEX. There are many other applications across industries, including and especially in grain drying.

After working for several years to perfect our patented grain drying platform, we are going to market in 2017. Near-term, we are looking for formal partnerships either with co-ops or large-scale farms to implement and utilize our technology during this fall's drying season. We wish to speak with rural communities around the Midwest about these partnership opportunities. Additionally – and potentially in an area where we have a implementation partner or not – we have a need to look at scaling of manufacturing and administrative operations. Based in Minneapolis, the company's partners are not looking to relocate, but are open to exploration of putting operations in a rural community to take advantage of cost savings, public incentive programs, a strong labor force and to be operating in the type of community where our technology is being utilized.



www.viroment.com Viroment's proprietary technology solves the challenges of sludge disposal. Our treatment system significantly lowers the hauling cost – while reducing environmental impact and meeting regulatory standards. Viroment's innovation paves the way for a redeployment of a validated adjacent industry application. We are currently working on projects in Vietnam, Texas, Indiana – to name a few – and have a large pipeline of

potential projects. What we don't have is solid manufacturing capacity. To date, we have partnered with a group out of the Chicago area, but they lack the capacity to meet our future demands and are not well-suited to deliver on our needs.

We are interested in presenting to the CVN group – and some folks may remember us. We met with CVN members back in 2012 as we were looking for partnerships and potential projects to pursue where our technology could help solve local waste issues and remedy other problems. We would like to now explore options in the rural Midwest for manufacturing. We want to eventually own our own standalone facility, but are hoping to start with a partnership with a manufacturer already in a rural community so we can be operational inside of six months. Whether we branch off, build our own facility and operate a turnkey production operation from there or build a new facility but remain in partnership will be determined in the future, but looking for partners or our own facility in a metro area does not make sense to us. We envision up to 25 production jobs and a modest amount of capital equipment within the first 12-24 months of operating in a community.



MMDC was formed by Jerry Ricke and Robert Schwartz, two seasoned data center facility design build professionals to fill the growing need for high-class low cost data centers in small rural communities. Small cities seek to retain the existing business in their communities as well as recruit new business. ~~Data center availability within or close to these Cities is necessary to allow them to compete for this~~ business. To date, most data centers have been about scale/volume and thus have excluded many smaller communities or rural areas – this need not be the case and we plan to partner with many communities to take advantage of this opportunity to benefit us, the local community and economic development entities and local businesses.

MMDC will capitalize on the current depressed commercial real estate market in small cities. Instead of following in the footsteps of large data center COLO providers who build new buildings, which increases upfront cost, MMDC will use existing buildings, which can be leased or purchased at pennies on the dollar. In addition MMDC will not use new data center facility products, but rely on PowerHouse Systems to install and maintain pre-owned data center facility products at an average of 50% less than new equipment and providing full warranty. By using existing real estate and using pre-owned equipment MMDC will pass on enormous COLO rental savings to its tenants.



www.sentera.com We are obsessed with simple, elegant drone imagery solutions. We work all sides of this challenge including drones themselves, the camera hardware and software. We're good at it. We tirelessly push for better, more effective ways to use drones as an value amplifier in many different industries. We work

towards a world where aerial photography and data collection are simple, frictionless, everyday exercises that drive intelligent decision-making. We believe better drones and cameras can make the world a safer place to live by reducing accidents and removing people from dangerous situations, and we believe these technologies can put more food on the world's table at a lower cost to produce.

We understand the motivation of the economic development community to create jobs and bring new businesses in. We currently aren't expanding manufacturing or core operations, but we do see a win-win opportunity. We're in the market and want to aggressively grow our relationships, partnerships and reach into the ag market – especially in the Midwest. We are finding the best way to do this is to create jobs where we have local/regional experts either on our payroll or with a partner like a coop who operate our equipment on behalf of local ag operations (rather than ask them to buy our equipment and become drone experts themselves). This creates local jobs and, we believe just as importantly, brings a service into the area that will enhance and improve overall operations and profitability to local farmers.

Featured Participants:



www.douglcarlsondev.com DCD is an experienced full service residential and commercial general contractor. We provide full general contracting and construction management services that include pre-planning, new construction, renovation, and development services. DCD, Inc. can provide you a competitive bid, with exceptional quality that will exceed your expectations. Based in Cold Spring, MN, our preference is to work in rural / non metro communities, if possible. While we have experience with many metro projects, we prefer working hand in hand with a community and seeing meaningful benefit to the community through our projects.

We were introduced last year to a couple of the CVN member communities and are actively working with these communities to start construction in 2017. We believe there are many more communities who are looking at a) multi-family housing development; b) assisted living and 55+ projects; and/or c) hotel development – which are all areas we have strong experience in. We are looking forward to meeting many communities at this event to get acquainted and see how we can help – even if that's simply providing feedback and guidance as you explore these types of projects

LEVANDER,
GILLEN &
MILLER, P.A.

www.levander.com Corporate relocation, tax increment financing, business subsidy agreements, large scale real estate development, capital improvement projects and the creation of new development districts can be exciting, yet present daunting legal issues for a city or township. The legal issues

encountered are not only new to a community; they are unique and special topics which may be outside of the ordinary knowledge of the city's attorney. It is during these times that a city or township may require more specialized legal experience than what its current city attorney can deliver.

We are not looking to step in where we are not needed or wanted, but have worked with several municipalities outside of the Minneapolis metro area and Minnesota in general and look forward to meeting folks at the upcoming CVN event to answer any questions folks might have and be seen as a resource going forward.



www.americanworkshop.com Since 2011, we have operated in the southern Minneapolis metro market. We have been in a couple of facilities, learned a lot along the way and are ready to grow. We believe we can fit well in communities outside of the metro market (maybe better in some cases....) and want to explore our options. From equipment purchasing to setting pricing we know how to build out an operation. We believe this could be not only a valuable service in a community, not competitive to any other business / operation in the community, but also provide a job for a few entrepreneurial minded people.



5.e.

Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 Large Conference Room
April 26, 2017 – 10:00 A.M-12:00 P.M.**

Agenda

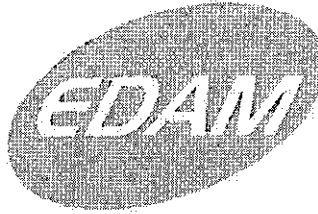
- I. Call to Order – Kienberger
- II. Check In – Kienberger
- III. Review of Agenda – Kienberger
- IV. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - March Meeting 2017 (In packet)
 - b. Approval of monthly statements (In packet)
- V. EDAM Membership Renewal Update- de Julio
- VI. 2017 EDAM Work plan Review – Kienberger (In Packet)
 - a. Communications and Marketing
- VII. Committee Report Action Items/Requests
 - a. Executive Committee update
 - RFP Update
 - Executive Committee/Ewald Meeting
 - Ewald Hours (In Packet)
 - b. Member Services
 - c. Government Relations
 - d. Marketing/Communications
 - e. Conference Committee
 - f. EDAM U
 - g. 50th Anniversary Committee Update
- VIII. Review Action Items
- IX. Next Scheduled meeting: May 31, 2017
- X. Adjourn

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 Large Conference Room
March 29, 2017 – 10:00 A.M.-12:00 P.M.**

Minutes

- I. President Kienberger called the meeting to order at 10:02 a.m.

Members Present: President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Past President Christie Rock-Hantge, Chris Eng, Erik Hansen, Christy Lewis, Kim Lindquist, Erin Sparks, Sean Sullivan, Mark Vaux (Phone) Absent: Trisha Rosenfeld, Jeff Rossate

Staff Present: Nick de Julio

- II. Check In – Kienberger

Board members provided updates on how they were doing

- III. Review of Agenda – Kienberger
-

Kienberger made a motion to move the 2017 Winter Conference review to the end of the agenda.

There was a motion and second (Sullivan/Hansen) to approve moving the Winter Conference Review to the end of the agenda. The motion passed.

- IV. Consent Agenda – Kienberger

- a. Approval of Board Minutes - January Meeting 2017 (in packet) staff were instructed to add Chris Eng and Christy Lewis as present for the January Board meeting.
- b. Approval of monthly statements (in packet)
Kienberger noted that Rosenfeld had sent a note asking that the 2016 Annual Report costs be moved on the monthly statements: It should be moved to the Marketing and Communications budget line.
Rock-Hantge inquired about the credit card cost. It was noted that this is the standard fee for Ewald to process member orders that they are charged by the companies.
Barnett-Livgard suggested keeping the blankets under the Winter Conference budget line.

There was a motion and second (Eng/Brown) to approve the consent agenda as amended to reflect Eng and Lewis present in January. The motion passed.

V. Past Presidents Event in October – Brown

Brown provided an update on the event that is schedule to take place in October. The EDAM U committee has put Heidi Peper as the lead to work with the Foundation on planning and coordination. Brown noted as the liaison, he will work will all sides in the planning process and will keep the board up to date. A planning meeting was being scheduled amongst those from EDAM and the Foundation to start working on next steps and securing a location.

Kienberger noted on the content of the event that they want to make sure that the event is just not telling stories but that there is meaning and relevance behind the event.

VI. EDAM Membership Campaign Update- de Julio (In Packet)

De Julio provided a brief update of where membership renewals are at for 2017. It was noted that there are still a number of 2016 EDAM members that have yet to renew. De Julio met with the Member Services Chairs (Johnson and Sparks) to walk through the lapsed members. The committee has taken the member list and started to call members to remind them of their lapsed membership. If the committee needs any help with members or medalists they will reach out to board members.

Barnett-Livgard noted on the Medalist that the table of benefits will need to be revisited this coming fall before the 2018 membership campaign begins. After seeking some feedback on the structure, it would possibly make the most sense to adjust the bronze level membership.

Sullivan asked about just sending out renewal invoices to members. De Julio noted that with a membership member versus non-member Rate – higher rate to push them into becoming a member.

Barnett-Livgard challenged the board to reach out to one new possible member and ask them become part of EDAM.

Action Items- Board members to reach out to one new possible EDAM Member.

VII. Communications Committee Chair Appointment - Kienberger

Kienberger informed the board that Rosenfeld has asked to step down as the Marketing and Communications Chair. Due to her workload and commitments, she needed to step back from the position. Barnett-Livgard has offered to serve as the Chair and Vice

Chair would be Valerie Brennan. Livgard would fill out this year as Chair and then turn it over to Valerie.

There was a motion and second (Kienberger/Sullivan) to approve appointing Barnett-Livgard as Chair and Valerie Brennan as Vice-Chair. The motion passed.

Action Items- Staff will update the website to reflect the change.

VIII. 2017 EDAM Work plan Review –Kienberger (In Packet)

a. Government Relations Update

De Julio provided a brief update as to where the House and Senate were with their Jobs bill and the status of MIF, JCF and RDG Funds. De Julio was up at the Capitol last week testifying on the bill with member help.

Brown noted that the committee has met with a number of legislators throughout the session and the committee has been tracking those touch points. As far as calendar deadlines, the committee has met those outlined in the 2017 work plan.

b. Member Services Update

Sparks gave a recap of the lapsed membership campaign and the next steps that the committee will be taking to follow up with members. The committee will also be looking at conducting a satisfaction survey this year. The committee is in the process of collecting and analyzing past surveys to determine the questions they will ask.

IX. Committee Report Action Items/Requests

a. Executive Committee update

RFP Update: Kienberger provided a brief update on the RFP process and next steps that the board plans to take to distribute the RFP. Kienberger noted that it had been about six years since the association had gone out for RFP and part of it was for the association to do their due diligence. They want to make sure that they are having their expectations met.

The Board discussed the timing of sending out the RFP. The current contract is up end of year: The board would like to post the RFP in April, close the application period in May. Members agreed to share the RFP and intent to go out with the membership and others. Sullivan noted that EDAM should send it to the following: IEDC, NDC, the League of MN Cities and Associations North.

The Board did ask that Ewald Consulting submit a proposal.

The board discussed creating an EDAM Brand of who we are and wants to make sure they have the right person/firm in place.

Barnett-Livgard will work with Kienberger on a cover letter. The two will distribute the RFP on April 7, 2017 and look to close the application period on May 19, 2017.

Eng asked if a lobbyist was part of the ED requirement. Livgard-Brown noted that it was not required, but that Board would still seek a GR contract for 2018.

There was a motion and second (Sullivan/Brown) to approve the RFP as presented. The motion passed.

-Executive Committee/Ewald Meeting in April:

Kienberger informed members that the executive committee will be meeting with Ewald Management on April 26 to provide a check in and feedback session.

-Ewald Hours

De Julio shared a snapshot of where the staff hours have been spent to date on the association management and government relations side. He noted that the contracts were separate for the hours.

b. Member Services

Brown had no additional information to share outside of the earlier report and committee report.

c. Government Relations

Sparks had no additional information to share outside of the earlier report and committee report.

d. Marketing/Communications

Barnett-Livgard had no additional information to share outside of the earlier report and committee report.

e. Conference Committee

The committee requested spending additional funds on a speaking coach for those presenting at the 2017 Summer Conference. The Board agreed that it is not a good fit this session and raised concerns regarding the cost. Many felt that it was something to look at 2018 or even as part of a resource or event.

The committee was also seeking a policy on the presenter rate for conferences: What to charge and how handle presenters for upcoming summer conference. The committee wants a policy in place.

The Board decided that Keynotes would be comp for the day. The board doesn't want to comp regular presenters unless there is a real need. Board will review case by case.

Sponsorship Responsibilities:

The board decided that the committee was in charge of sponsorships and that the board could assist where needed if requested to.

f. EDAM U

Hansen mentioned the upcoming webinar and the decision to add Peper to the planning committee for the November Past Presidents event. He had nothing else to add.

g. 50th Anniversary Committee Update

There was nothing to report.

X. Winter Conference Review- de Julio

De Julio provided an executive summary to the board laying out the P&L from the 2017 Winter Conference. He highlighted areas where cost ran higher than expected and areas that were not budgeted for in the fall as part of the EDAM 2017 Annual Budget.

Areas where cost exceeded planned costs were: food and beverage, AV and the Thursday night dinner and entertainment.

The board agreed that a few items should be accounted for under the 50th Anniversary budget line. There were: Thursday night entertainment, Thursday night meal costs and the 50th Anniversary blankets. De Julio was instructed to make the following changes on the P&L Report.

The committee agreed that the board needed a new liaison on the conference committee with the new committee structure to replace Rosenfeld. Sullivan agreed to step up and take that role.

The board discussed sponsorships going forward and how to reach out to companies/organizations under the new model. With the Winter Conference there was some confusion on who to approach and opportunities were not filled out. The board agreed that it was the Conference Committee's responsibility to take the lead, but could ask the board for help with key sponsors.

Barnett-Livgard asked if Ewald could look at taking on some of the cost from the conference since there were staff actions that resulted in some of the overages.

XI. Review Action Items

Ewald will look into conference overage expenses.

Kienberger will send out RFP

Ewald staff will adjust P&L to reflect 50th costs and 2016 Annual Report

Staff will update the website for the Committee Chair changes

Board members to reach out to one new possible EDAM Member.

XII. Next Scheduled meeting: April 26, 2017

XIII. Adjourn

Motion to adjourn-

1:22 PM

04/13/17

Accrual Basis

Economic Development Association of Minnesota
Profit & Loss Budget vs. Actual
January through March 2017

	Jan - Mar 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Communication				
4253 · Awards Sponsorship		2,500.00	-2,500.00	
Total Communication		2,500.00	-2,500.00	
Membership				
4090 · Membership Dues	108,845.00	132,320.00	-23,475.00	82.3%
Total Membership	108,845.00	132,320.00	-23,475.00	82.3%
59803 · Advertising Revenue	295.00			
59805 · Events Income				
Summer Networking				
Webinars	20.00	1,000.00	-1,000.00	
4101 · Summer				
4101A · Summer Conf. Sponsor		10,000.00	-10,000.00	
4101B · Summer Conference Registrations		30,000.00	-30,000.00	
4101C · Exhibit Fees		1,300.00	-1,300.00	
Total 4101 · Summer		41,300.00	-41,300.00	
4102 · Winter				
4102A · Winter Conf. Sponsors		7,000.00	-7,000.00	
4102B · Winter Conf. Registrations	45,170.00	45,000.00	170.00	100.4%
4102C · Winter Exhibit Fees	9,200.00	1,500.00	7,700.00	613.3%
Total 4102 · Winter	54,370.00	53,500.00	870.00	101.6%
4300 · Monthly Meetings		500.00	-500.00	
Total 59805 · Events Income	54,390.00	96,300.00	-41,910.00	56.5%
Total Income	163,530.00	231,120.00	-67,590.00	70.8%
Gross Profit	163,530.00	231,120.00	-67,590.00	70.8%
Expense				
50th Anniversary	2,928.61	10,000.00	-7,071.39	29.3%
Communication Expenses				
6117 · Awards Program	707.25	3,000.00	-2,292.75	23.6%
6600 · Newsletter Printing		1,500.00	-1,500.00	
6601 · Web Site Maintenance		500.00	-500.00	
6625 · Directory Expenses		1,300.00	-1,300.00	
Total Communication Expenses	707.25	6,300.00	-5,592.75	11.2%
Event Expenses				
Summer Networking				
6110 · Conference Expenses		1,000.00	-1,000.00	
6111 · Summer				
6111a · Food & Beverages		12,000.00	-12,000.00	
6111b · Room Rental/AV/Wifi/Equipment	3,547.67	10,850.00	-7,302.33	32.7%
6111c · Materials-Printing/Signs/Badges		4,570.00	-4,570.00	
6111d · Speaker Expenses		1,000.00	-1,000.00	
6111e · Staff Expenses		1,000.00	-1,000.00	
6111 · Summer - Other		100.00	-100.00	
Total 6111 · Summer	3,547.67	29,520.00	-25,972.33	12.0%
6112 · Winter				
6112a · Food & Beverages	37,064.80	24,000.00	13,064.80	154.4%
6112b · Room Rental/AV/Wifi/Equipment	14,574.55	10,000.00	4,574.55	145.7%
6112c · Materials-Printing/Signs/Badge	6,018.66	3,400.00	2,618.66	177.0%
6112d · Speaker Expenses-Fees/Gifts	3,050.00	1,275.00	1,775.00	239.2%
6112e · Staff Expense	277.90	100.00	177.90	277.9%
6112 · Winter - Other	163.67			
Total 6112 · Winter	61,149.58	38,775.00	22,374.58	157.7%



Economic Development Association of Minnesota

MENU

EDAM SUMMER CONFERENCE ATTENDEE

Enter search criteria...

[Register](#) [Tell a Friend](#)



6/28/2017 to 6/30/2017

REGISTER

Online registration is available until: 6/28/2017

When: Wednesday, June 28, 2017

• [View Sessions »](#)

Where: Grand View Lodge
23521 Nokomis Avenue
Nisswa, Minnesota 56468
United States

Contact: Kristy Masloski
kristym@edam.org
651-265-7856

[« Go to Upcoming Event List](#)

[Download the 2017 Summer Conference Registration Form \(PDF\) »](#)

All registrations must be accompanied by full payment/purchase order to reserve your place at the event.

[Agenda](#) [Fees](#) [Lodging](#)

We look forward to seeing you at the 2017 EDAM Summer Conference on June 28-30 at the Grand View Lodge in Nisswa!

Agenda at a Glance

View the complete agenda and speaker bios!

Wednesday – June 28, 2017

12:00-4:30pm

MN Economic Development Foundation Golf Tournament & Fundraiser (requires separate registration)

12:00-3:00pm

DEED: Minnesota Marketing Partners Quarterly Meeting

4:30-6:30pm

Registration

5:30-6:30pm

President's Welcome Reception

6:30-8:30pm

Networking BBQ**Thursday – June 29, 2017**

6:30-8:30am

Breakfast**Breakfast at Grand View is included in your registration fee.**

6:15-8:00am

EDAM 5k fun run/walk**Check in begins at 6:15am and the fun run/walk starts at 7:00am.**

7:45am-4:00pm

Registration

8:30-8:45am

Welcome by EDAM President Adam Kienberger

8:45-9:30am

Does Your Voice Really Matter? Navigating the Legislature

9:30-10:20am

Keynote Presentation

10:20-10:35am

Break with Exhibitors

10:35-11:25am

Breakout Sessions: Choose One

REDEVELOPMENT

When the City Does Everything Right; Terrance Mall Redevelopment

WORKFORCE

Minnesota's Education and Employment Reality; Making the Most of our Labor

11:25-11:40am

Break with Exhibitors

11:40am-12:30pm

Breakout Sessions: Choose One

REDEVELOPMENT

West Side Flats – a Redevelopment Demonstration Project of Cutting Edge Energy Efficiency and Public Green Space

WORKFORCE

Not Recruiting, but Re-allocating as a Solution to the Skilled Workforce Shortage

12:30-1:30pm

Lunch

1:30-1:45pm

Break

1:45-3:45pm

Mobile Workshop

1:45-2:35pm

50 Years in the Making - The Changing Roles in Economic Development

2:35-3:00pm

Break with Exhibitors

6:00pm

Networking Boat Cruise

Includes dinner.

Friday June 30, 2016

6:30-8:45am

Breakfast

Breakfast at Grand View is included in your registration fee.

8:00am-12:00pm

Registration

8:00-8:30am

Conference Prize Entry

8:30-9:00am

EDAM 50th Anniversary Award Ceremony

9:00-9:50am

Keynote Presentation

9:50-10:05am

Conference and Golf Outing Prize Selection

10:05-10:20am

Break with Exhibitors

10:20-11:10am

Breakout Sessions: Choose One

REDEVELOPMENT

What it Takes to Get Your Brownfields and Redevelopment Project Done: Local Partners, Environmental Expertise and Financing

WORKFORCE

Building Child Care Capacity - A Community Partnership Approach

11:10-11:25am

Break with Exhibitors

11:25am-12:15pm

Breakout Sessions: Choose One

REDEVELOPMENT

YMCA Impact on Communities from Real Estate Perspective to Social Good

WORKFORCE

Mining for Talent: Education Based Economic Development

12:15pm

Adjourn

Fees**EDAM or MAPCED Member*****Full Conference**Payment received by June 1: **\$305**Payment received after June 1: **\$330****Single Day (Thursday OR Friday)**Payment received by June 1: **\$205**Payment received after June 1: **\$230****Non-Member****Full Conference**Payment received by June 1: **\$405**Payment received after June 1: **\$430****Single Day (Thursday OR Friday)**Payment received by June 1: **\$305**Payment received after June 1: **\$330****Additional Tickets**Attendee Ticket for Conference 5K: **\$15****Guest Ticket for Wednesday evening activities: **\$50**Guest Ticket for Thursday evening activities: **\$50**Guest Ticket for Conference 5K: **\$15**

*If you are a MAPCED member, download the PDF registration form and fax or mail it to our office.

**If you would like to register for the 5K and need to pay separately, please contact the EDAM office at 651-290-6296 and we will process your 5K registration separately.

Lodging

Grand View Lodge

23521 Nokomis Avenue
Nisswa, MN 56468

Cutoff Date: May 29, 2017 or when the block is filled

Room Block: June 28-30, 2017

Rate: \$170.19/night

EDAM has secured a special group rate of \$170.19 per night at the Grand View Lodge, for a limited number of rooms. Reserve your room online or call 218-963-8722. The group rate is available until May 29, 2017, or until the block is full.

Note: Grand View Lodge **single occupancy** consists of **one** person in a bedroom with a private bathroom.

Double occupancy consists of two people sharing a bedroom and a bathroom.

These rooms may be in a multiple bedroom unit. If you choose "single occupancy," you may be placed in a unit with another guest. You will still have a **separate, private bathroom and bedroom**, but will share a common living area. There is a spot on the form to indicate who you would like to share a unit with.

Lodging Package includes room only. Note: Resort check in time is after 4:30 p.m. All rates are inclusive 7.375% State/County Tax

Thank You EDAM 2017 Medalist Members and Conference Sponsors

Diamond

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**GREAT
RIVER
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EMPLOYMENT AND
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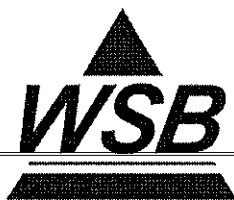


Conference Sponsors

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Thursday Keynote Sponsor



& Associates, Inc.

Conference Giveaway Sponsor



Cancellation Policy: With written cancellation notice, received no later than June 5, 2017, you will receive a full refund, less a \$50 administrative charge. Cancellations after that date are nonrefundable. Notices of cancellation must be sent in writing to kristym@edam.org. Substitutions will be allowed by same-company attendees if EDAM is notified before their arrival. Notices of cancellation and substitution must be sent in writing to kristym@edam.org. No-shows will not receive a refund.

Payment Card Industry (PCI) Compliance: EDAM has taken the appropriate steps to maintain PCI compliance. In order to protect your privacy, please do not email your credit card information to our office.

Audio/Video Policy: Registration or participation at association events constitutes an agreement by the registrant/participant to association's use and distribution of the registrant/participant image or voice in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of May 2, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. 10th Annual Mayor's Employer Celebration
 - d. City Promotional Bag Update
 - e. Marketing Materials
 - f. EDAM – Summer Conference
 - g. 5th Avenue Extension
 - h. Housing Starts in 2017
 - i. Business Arrivals and Departures in Isanti 2017
5. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
May 2, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:11 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, and Steve Lundeen

Commissioners Absent: Tara Hallberg (Excused)

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

Economic Development Director Sullivan asked for an Addendum to the Agenda to remove Item 4. Isanti Hotel Update and to Add Item 4. Consider Adoption of EDA Resolution 2017 - ___ Approving Earnest or Option Money for Purchase of Real Property for Hotel Project. Motion by Bergley second by Collison to adopt Agenda as amended. Motion passed unanimously.

2. Approve Minutes of April 4, 2017 Regular Economic Development Meeting

Motion by Lundeen second by Collison to approve the minutes for April 4, 2017. Motion carried unanimously.

3. City Promotional Bag Program Update

Economic Development Sullivan stated that he had received the 1000 bags that were ordered and he was receiving items from businesses to be stuffed inside of the bags. He will continue to solicit business to participate in the program. 330-340 bags will be distributed at the Land O Lakes BMX Event. He indicated that a sign was being made that would acknowledge that the City of Isanti was providing the Free bags and was coordinating this promotional activity.

President Wimmer stated that only Isanti business would be allowed to put item in the bag contrary to what the North 65 Chamber had stated.

Commissioner Collison asked when items needed to be submitted by.

ED Director Sullivan stated May 10th at the latest.

Item was informational, no action requested,

4. Consider Adoption of Resolution 2017- Resolution Approving Earnest or Option Money for Purchase of Real Property for Hotel Project

President Wimmer stated that action was required to authorize the City to secure a site for the Hotel project. Multiple sites were being considered and flexibility was needed in order to assure the site could be secured in a timely manner.

Motion by Lorinser, second by Collison to Adopt Resolution 2017- 2 Resolution Approving Earnest or Option Money for Purchase of Real Property for Hotel Project. Motion carried unanimously.

5. Other Business / Updates

ED Director Sullivan updated the housing start number to reflect 28 new permits pulled with one waiting to be picked up.

He also indicated that he had a conference call with a DEED prospect in Europe. He also stated that this lead would not have been received unless the City has received Shovel Ready Certification.

Commissioner Collison inquired if references were given as part of this process.

ED Director Sullivan stated that sometimes this does occur but it is utilized more once the prospect come to town to visit.

President Wimmer acknowledge this was in early stages of process but felt the City had a great track record on getting the deal done once we brought them into the city to see the sites and meet with staff.

President Wimmer has been tracking City overall water usage. Based on trend it is possible that rates and cost structure could be adjusted which could result in lowering charges related to SAC and WAC and usage.

ED Director Sullivan stated Allina Clinic has it Grand Opening on May 6 from 10 AM – 2PM

Commissioner Lundeen asked what status of Whiskey Road Pub and Grub was.

ED Director Sullivan stated the project was approved by the City and that the opening has been delayed. There have been issues relating to the patio being approved by the building association. Staff will provide updates when relevant.

President Wimmer stated he and Community Events and Parks Director Everett met with RR BMX relating to upcoming events and that all was in order.

a. Business Prospects

- b. GPS 45:93
- c. CVN
- d. EDAM
- e. 5th Avenue Extension
- f. Logo Use
- g. Housing Starts in 2017
- h. Business Arrivals and Departures in Isanti 2017

6. Adjournment

Lundeen motioned, seconded by Bergley to adjourn at 7:25 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 2nd day of May, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: June 6, 2017
Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Action Requested:

Based on Discussion

Attachments:

None

MEMO

A Community For Generations.



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: June 2, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Working with Developer and Builder.

Senior Memory Care – Extension to Site Plan granted on April 18, 2017. Owner states project to begin construction this year.

O'Reilly Auto Parts - The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Construction is underway.

Whiskey Road Pub and Grub-. The City Council approved project includes a restaurant with alcohol sales and a patio at 404 Whiskey Road. Project Delayed.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Attached are the May Agenda and April meeting minutes.

10th Annual Mayor's Employer Celebration Day: Event will be held on June 6, 2017. Staff will provide an update at meeting.

City Promotional Bag Update: 300 Bags were distributed at the Land O' Lakes National event at Isanti Indoor Arena – Home of Rum River BMX. Bags will be distributed at the MYSA State Qualifier July 13-17 and at the State BMX Finals on August 26-27.

Marketing Materials: The Economic Development / Marketing Intern started on May 25th. Our new Intern is Shaun Gilyard and will be in attendance at the EDA meeting. Shaun will be working on a myriad of tasks including: the Welcome Brochure, Mayor's Employer Celebration Day, Hwy 65 Retail Brochure, City Promotional Bag Program, Surveys, Business List, City Events and will be assisting Economic Development Director Sullivan with development projects.

EDAM – Summer Conference: Attached is the May Agenda and the April Minutes. Staff will be attending the EDAM Summer Conference June 28-June 30.

5th Avenue Extension: Staff and City Officials met with stakeholders on March 30, 2017 to discuss the possible extension of 5th Avenue. The Development Team will work toward negotiating a deal.

Housing Starts in 2017: As of June 2, 2017 there have been 32 single family housing permits pulled and 4 more are waiting to be picked up which is a bit slower pace than the past few months. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual).



Board of Directors Meeting

Pine County Courthouse, 635 Northridge Drive
Pine City MN 55063

Friday, May 19, 2017 10:00 a.m. - 12:00 p.m.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities.</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
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Introductions

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) April 28, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of May 12th
b.) Budget Comparison Report as of May 12th

Chair Report – Rebecca Perrotti

Consultant Report – Karl Schuettler

Committee Reports

- a.) Workforce – Doyle Jelsing
b.) Housing – Lezlie Sauter
c.) Marketing/Website – Sean Sullivan

Old Business

- a.) International Economic Development Conference (February 2018) Request for Support
b.) Blandin Application - Nancy Hoffman
c.) EDA Training Follow Up Discussion
d.) Community Venture Network Discussion

New Business

- a.) Request for GPS letter supporting affordable house - City of North Branch
- b.) DEED Shovel Ready City Marketing Flyers - Andrew

Other Items

- a.) Labor Market Intelligence for Decision Making Workshop ~ Thursday, June 8th, 9am - Noon at St. Cloud WorkForce Center
<https://www.eventbrite.com/e/labor-market-information-for-decision-making-tickets-34366098927>

Action Items

- a.) Volunteers
- b.) Consultant
- c.) Admin

Next Board Meeting

June 23, 2017 – 10 AM – Noon

Hosted by: Chisago County at Lakes Region EMS, 40245 Fletcher Ave. North Branch, MN 55056



MINUTES

GPS Executive Committee
Friday, April 28, 2017
City of Cambridge City Hall 300 3rd Ave NE, Cambridge

Call to Order – Meeting was called to order at 10:06 AM in Council Chambers Cambridge City Hall Cambridge.

Introductions & Attendance:

Karla Vita, City of North Branch
Becky Lourey, WIB5-Nemadji Research Group
Heidi Steinmetz, Kanabec County EDA
Jolene Foss, City of Princeton
Randy Lasky, Northspan Group
Rick Olseen, Congressman Nolan's Office
Stan Gustafson, City of Cambridge
Karl Schuettler, Northspan Group
Doyle Jelsing, Neighborhood National Bank
Sean Sullivan, City of Isanti

Andrew Mack, Pine City
RL Musgrove, Pine County EDA
Nancy Hoffman, Chisago County
Sandy Voigt, Reg. 5 Dev. Commission
Sara Treiber, MLCX
Beth Thorp, City of Mora
Rebecca Perrotti, CMJTS
Greg Anderson, Isanti County Commissioner
Richard Baker, Mille Lacs County
Melissa Bettendorf, North 65 Chamber of Commerce

Guest:

Bill Coleman, Community Technology Advisors

Introductions:

Introductions, community business updates were verbally provided and a sign-up sheet was sent around to all members and guest

Approval of Agenda: Motion Musgrove, second Sullivan to approve amended agenda under new business c. Minnesota Thriving In The North, d. International Economic Development Conference, and other items d. Small Business Week. Motion carried.

Approval of Minutes: Motion Foss, second Musgrove to approve the minutes of March 24, 2017. Motion carried.

Treasurer's Report – Doyle Jelsing

a) **Financial Review:** Included in the packet and current balance is \$24,156.08

Motion by Musgrove, second by Foss to approve the financial report as presented. Motion carried.

Presentation – Bill Coleman, Community Technology Advisors

Bill provided information on himself and company and groups they have worked with over 15 years. The power point presentation at the meeting will be sent out to the group.

Why is broad band essential for communities and businesses, different company's needs are different? They want more mobility, speed, affordability, satellite does not always cover the needs. There are current federal and state requirements for down load and up load speeds than market place standards demand.

Cities are usually covered better than rural parts of MN and have more opportunities. Rural areas are expensive to bring service. Business seeking loans in rural areas with poor broad band may have more of a challenge in obtaining loans. What communities/rural areas are hearing now is get broad band we need broad band now. What we want to hear is this is what happens with broad band.

Head of Jobs Committee in the Legislature say's we have satellite so there is no issue but a user in northern MN sent a letter stating she is a researcher and using satellite for 10 years there are issues.

Different providers provide better service depending on where you are located, metro verses out state. At the central office your services is stronger and as you expand to the end of the servicing area your service is much less.

Technology is changing and fiber has capacity and the life span is about 30 years and low maintenance cost verses other options.

Families are using more and more gigabits annually and almost doubling each year. More products are running off of fiber. Western MN is easier to run fiber because of less hills and trees.

Fiber to a rural house can cost \$10,000 per house on an average and over a long period of time it is an investment. House values are affect by broad band, realtors are always calling broad band providers asking for service to be brought in. Students are looking at broadband verses watching TV.

Minnesota is average when it comes to broad band, providers and types of service. WIFI has some security issues so you need to have it password protected.

Blandin has a broad band blog that compares the cost per mega bit for connectivity and data from fiber verses satellite.

Bill, provided DEED maps showing broadband service inventory, availability within the state and households served and what is eligible for grants. Funding as proposed by different governmental source vary. If you want broadband soon you will need to contact your legislators. Region 5 sent a letter on the importance and need for broad band. Broad band day on the hill but we do not have any lobbyist for rural broad band. Motion from Musgrove to authorize our President and whomever she pick to assist in sending a Letter of support from GPS4593 to legislators on the importance of broad band and to adequately fund broadband. An amended motion from Baker to have Rebecca and Nancy pursue a grant for 32 hours for technical services for Bill's services for community collaboration and second from Foss, motion carried.

Chair Reports:

- a) **Economic Gardening** – Rebecca will be executing the contracts, IF wants to do an article on the program with Richard and Rebecca
- b) **990 Filing**- working on
- c) **EDA Training**– Richard will provide information

- d) **Future topics of interest**– if there are more items of importance please let Rebecca know

Consultant Report- Karl Schuettler

Web sites items to work on, site selector page, shovel ready sites, regional resources, past success stories, quality of life, what is success and not all items are about manufacturing. Send all projects to Karl. Links broken and send those pages to Karl, pdf file updates, people should have access to the web site to fix their own pages. Site selector point of contact should be Karl, know where on the site talks about why or who were are.

Next steps Site selector page and property updates. It is important to have the availability of utilities in the area.

Economic Gardening and working with company's and the power point presentation will explain what needs to be filled out. Counties will have access, apply on line, phone conversations are recorded that take place with businesses that can be reviewed later. To work with second stage businesses that are demonstrating growth to help with strategies and their business size is about 10 to 100 employees and are doing business outside our area. Encourage you to listen to the webinar session, what program is about, what do they get and how does it fit. The webinar will be emailed out. In the past we needed five business but we can have less this year but more is better provide there is funding.

Committee Reports

a. Workforce- Carla Vita

Pine Tech welding program, trucking programs have ended, ARCC providing a variety of programs, Job Fair went well and the Steger program

b. Housing- Lezlie Sauter

Variety of projects happening throughout the region

c. Marketing/Website – Sean Sullivan

Karl covered most items and with all the updates that were already complete lowered the cost by having Meta13 make those changes and Sullivan will recommend approval of the contract.

Old Business:

a) EDA Training Outcomes-

Went very well with a net profit of approximately \$104 and 59 people attended. Items to remember next year are emails, name tags. How to move forward and what topics would be good to bring for next time. This will be place as an agenda item for next meeting. Great exposure to GPS with good comments.

b) Community Venture Network –

Nothing compelling, email was sent out on access to CVN and write ups. This time early stage companies and some seasoned. Put on next agenda to provide companies general information on our region and cities that was discussed before and we have a template for this.

New Business:

a) Meta 13 Contract Service-

Charges are less from original based on work already completed. Motion from Baker to enter into contract with Meta13, second Musgrove. Motion carried.

b) Facebook Page-

GPS Facebook page some have access to it but do not have the passwords. Becky will do something with the page if we have access, connect with Becky whatever information you may have.

c) Minnesota Thriving in the North-

Expensive and some cities are not renewing, this magazine comes through DEED. A lengthy email was sent and the cost was high.

d) International Economic Development Conference

Information provided, will GPS be a sponsor for this conference. We do have \$500 available from not participating in the job fair. The cost of this conference is around \$4,000.00 and for now there is no cost to businesses but not intended for governments. Put on next agenda for more discussion.

Other items

- a. Fabrication Lab Open House, April 16th
- b. Creative Minnesota Presentation at ECRDC, April 28th
- c. Cybersecurity Colloquium
- d. Small Business Week

Information was share in the agenda for the above items.

Links will be sent out on various documents or information

Action Items

- a. Volunteers
- b. Consultant
- c. Admin

Motion Musgrove, second Baker to adjourn the meeting at 12:15 pm

GPS 45:93 Membership Dues Billing Report
FY 2017

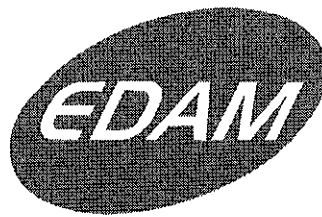
MEMBERS:

May 11, 2017

	Amount Billed For 2017	Amount Paid
City of Braham	\$850	850.00
City of Cambridge	\$850	850.00
City of Foreston	\$850	
City of Hinckley EDA	\$850	850.00
City of Isanti	\$850	850.00
City of Milaca	\$850	declined
City of Mora	\$850	850.00
City of North Branch EDA	\$850	850.00
City of Pine City, EDA	\$850	850.00
City of Princeton	\$850	850.00
City of Sandstone	\$850	850.00
Chisago County HRA	\$1,000	
Isanti County	\$1,000	1,000.00
Kanabec County,	\$1,000	1,000.00
Mille Lacs County	\$1,000	declined
Pine County	\$1,000	1,000.00
Partners		
Central MN Jobs & Training Service	\$250	250.00
Lakes and Pines	\$250	250.00
North 65 Chamber of Commerce	\$250	250.00
East Central Regional Development Commission	\$250	
Sponsors		
Mille Lacs Band	\$2,000	2,000.00
MN Energy Resources Corp.	\$1,000	1,000.00
MN Power	\$1,000	1,000.00
Affiliate Members		
East Central Regional Arts Council	\$500	500.00
Cambridge Medical Center/Allina	\$500	500.00
FirstLight Health System	\$500	500.00
Nemadji Research Corporation	\$500	500.00
Anoka Ramsey	\$1,000	
Pine Technical College	\$1,000	1,000.00
Bremer Bank	\$500	declined
Community Pride Bank	\$500	declined
Northview Bank	\$500	500.00
Neighborhood National Bank	\$500	500.00

Rebilled via mailed invoice 3/21/17

Billed total	TOTAL FY 2017
25,350.00	19,400.00



4.f.

Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
May 31, 2017 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Agenda

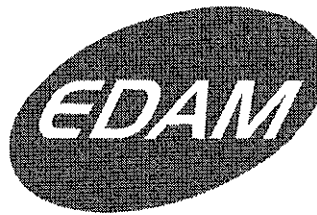
- I. Call to Order – Kienberger
- II. Check In – Kienberger
- III. Review of Agenda – Kienberger
- IV. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - April 2017 Meeting (In packet)
 - b. Approval of monthly statements (In packet)
- V. 2017 EDAM Work plan Review –Kienberger (In Packet)
 - a. Strategic Planning at the Fall Retreat
- VI. Review Summer Awards Nominations and Determine Awardees
- VII. Committee Reports - Action Items
 - a. Executive Committee update
 - i. RFP Update
 - ii. Ewald Hours (In Packet)
 - b. Member Services
 - i. Membership Renewal /Lapsed Members
 - c. Government Relations
 - d. Marketing/Communications
 - e. Conference Committee
 - i. Offer for a presentation by DEED staff – allowable uses of RLF cash balances
 - f. EDAM U
 - g. 50th Anniversary Committee Update
- VIII. Review Action Items
- IX. Adjourn | Next scheduled meeting: June (TBD)

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 Large Conference Room
April 26, 2017 – 10:00 A.M-12:00 P.M.**

Minutes

Members present:

President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Past President Christie Rock-Hantge, Christy Lewis, Kim Lindquist, Erin Sparks, Sean Sullivan

Participating via phone:

Chris Eng, Trisha Rosenfeld, Jeff Rossate

Absent:

Mark Vaux, Erik Hansen

Staff Present:

Nick de Julio, Lee Helgen, Eric Ewald, Jess Myers

I. President Kienberger called the meeting to order at 10:01 am.

II. Check In – Kienberger

President Kienberger noted that there will be a staffing change in the Executive Director position. Nick de Julio will be leaving and Lee Helgen will be the new Executive Director. President Kienberger offered his thanks to Nick for his good work and wished him well in his future endeavors.

President Kienberger recognized Lee Helgen and asked him to provide a few introductory remarks. Lee Helgen thanked the group for the opportunity and shared some information about his background.

President Kienberger called on the board members to check in and share brief updates.

III. Review of Agenda – Kienberger

Agenda Addition: Barnett-Livgard requested to add an update on the committee chairs meeting from March.

- IV. Consent Agenda – Kienberger
- a. Approval of Board Minutes - March Meeting 2017 (In packet)
 - b. Approval of monthly statements (In packet)

Motion: There was a motion and second (Barnett-Livgard / Sparks) to approve the consent agenda. Motion passed.

V. EDAM Membership Renewal Update - Nick de Julio

Nick de Julio provided an update on the membership renewal outreach efforts. He reported that 80% of contacts have been successful. He noted that roughly 4 members on the target list haven't been contacted yet.

Barnett-Livgard asked about budget. De Julio noted that the March financial report doesn't reflect the current membership renewals and that he expects to see an increase in revenues in the April report.

Kienberger commented that the pace of renewal is positive and that we are not hearing about member who are not renewing due to lack of interest.

Barnett-Livgard asked if the membership committee will be looking at membership structure or membership levels. The board discussed that they had recently made changes to membership so a larger review was unnecessary. The board did identify the following issues to review:

- Review communication around sponsorships and benefits
- Review and clarify the medalist structure and benefits, fine-tune as needed.
- Follow up to ensure that medalists are realizing the value of their investment.
- Follow up on new memberships to ensure that they are being accurately tracked.

VI. 2017 EDAM Work plan Review –Kienberger (In Packet)

a. Communications and Marketing

Barnett-Livgard provided an updated work plan document. (Refer to page four in the attached document.) She noted that the committee has completed most of their work plan items. She let the board know that the committee will continue to work with Ewald staff to review other website platforms and look for ways to improve the visual and navigation of the EDAM website.

Work plan updates:

The Board discussed the summer conference noting that the registration is now live. They noted that there are several issues with Grandview's room registration process and they directed staff to work on smoothing out the registration process. Nick de Julio noted that two Ewald staff will be on site at

Grandview and they will be looking into this situation. He will ask that they seek clarification on items so a message can be shared with EDAM membership.

Action items:

- Review and clarify the room pricing and discounts for room sharing
- Clarify the pricing and package deals for meal plans and room costs, golf, and conference registration
- Request that Grandview provide room registration confirmations.
- Provide updated information and clarification in the next e-blast (Lee will connect with Megan to talk about messaging)

Winter Conference: Nick de Julio noted there was an updated P&L available for 2017 Winter Conference and he noted that the requested budget changes are not reflected in the March financial report, but will be reflected in the April financials.

Action items: Send updated budget sheet to executive committee / Inform the 50th committee about the budget overages and check on how that may affect their planning efforts.

VII. Committee Report Action Items/Requests

a. Executive Committee update

Kienberger provided a brief update on the RFP. He noted that the executive committee met with Ewald staff on 4/26/17 to discuss the RFP. Kienberger noted that the RFP is part of the Board's due diligence efforts to ensure that they are appropriately managing EDAM resources.

Kienberger commented on the staffing transitions. He noted that the Jess Myers replace Nick de Julio in providing the government relations services. He noted that the transition should be fairly smooth. Nick de Julio introduced Jess Myers and he noted that over the past week and half he has worked closely with Jess on the transition. Myers introduced himself highlighting his tenure with Ewald and past legislative experience working for the Minnesota Senate and the Minnesota House. de Julio has shared the transition plan with our key partners. At the summer conference, Myers will fill in for de Julio on the panel discussion. Kienberger noted that Ewald is working hard to ensure a smooth transition.

Nick de Julio reminded the board that a detailed breakdown of the Ewald Hours is provided in the packet and that staff will provide regular updates.

- b. Member Services – written report provided as part of the board packet.
- c. Government Relations – written report provided as part of the board packet.
- d. Marketing/Communications – written report provided as part of the board packet.

- e. Conference Committee – written report provided as part of the board packet.

Discussion: It was noted that the Conference Committee is functioning well. The Board commented on the value of reflecting of the Winter Conference to identify any lessons learned. It was noted that the committee members and Ewald staff are updating website for the summer conference and that program descriptions are still being added. The board briefly discussed that the level of interest from individuals seeking to present at the conference was a positive indication of the conference's value.

- f. EDAM U – written report provided as part of the board packet.

Discussion: It was reported that the EDAM U webinar on April 20 was a success with 22 people participants. Staff noted that the webinar content is on the website. The board reiterated the importance of highlighting the value of EDAM membership for professional development.

Action item: Include a link to the webinar content in the next e-Newsletter update.

- g. 50th Anniversary Committee Update – no report provided

It was reported that a fireworks display previously discussed will not happen due to a variety of budget considerations and logistical challenges.

Agenda addition: Committee Chair meeting

The board briefly discussed the key highlights from committee chair meeting which occurred after the March meeting. The chairs agreed to review the Winter Conference to identify any lessons learned that might help improve planning for future conference. The group discussed need to be clear about the roles of the committee and board members related to soliciting sponsorships. The group also discussed the implications of changes related to the levels of financial support from medalist and benefits associated with each level of support. The board discussed the how the change should create opportunities to secure new sponsors.

The Board agreed that a future meeting of the committee chairs would be valuable to help with setting priorities and sharing updates. It was recommend that vice chairs be invited to future meetings.

Next Steps /Action items:

- Website – keep updated with notes on which sponsorships have been sold.
- Share a list of past sponsors. (Check with Eric Maass)
- Clarify who will be soliciting sponsorship and tracking the outcomes.
- Clarify that June 16 is the deadline for sponsorships.

- Clarify the conference registration deadlines. (Note Registration goal: budgeted at around 125 / based on maddens past history)
- Check on deadline for ordering/printing tee shirts for 5K. (Note: check with Scott on vendor)
- Provide and update on sponsorship at the May board meeting.
- Provide regular updates on registration numbers (Check with Kristy) – weekly updates will be provided to Rick and Eric.
- Check on room block numbers to allow for new members who may be attending.
- Kienberger will prepare a statement regarding Nick's departure and send out a note to the list serve.

IV. Next Scheduled meeting: May 31, 2017

- June meeting – schedule TBD
- RFP committee – will provide an update at the May 31 meeting.

V. Adjourn

A motion was made and seconded (Sullivan / Rock-Hantge) to adjourn. Meeting adjourned at 11:25 am.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of June 6, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. Isanti Welcome Brochure Update
5. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. City Promotional Bag Update
 - d. Marketing Materials
 - e. EDAM – Summer Conference
 - f. 5th Avenue Extension
 - g. Housing Starts in 2017
 - h. Business Arrivals and Departures in Isanti 2017
6. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
June 6, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:17 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, Tara Hallberg, and Steve Lundeen

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

None. Motion by Lundeen second by Collison to adopt Agenda as presented. Motion passed unanimously.

2. Approve Minutes of May 2, 2017 Regular Economic Development Meeting

Motion by Collison second by Lundeen to approve the minutes for May 2, 2017. Motion carried unanimously.

3. Isanti Hotel Update

President Wimmer updated the EDA as to the status of the project. He stated that the City Council has secured the site and that the Development Team was working with legal counsel to finalize the financing structure of the deal and partnership agreement.

Item was informational, no action requested,

4. Other Business / Updates

Sullivan read a statement from the Ownership Group for Whiskey Road Pub and Grub. The ownership group is still interested in doing a project in Isanti. There are issues with the Condo Association that need to be worked out.

President Wimmer indicated that Coborn's was doing very well which was echoed by Economic Development Director Sullivan.

Commissioner Collison stated people are coming from East Bethel to shop at Coborn's

President Wimmer stated that Allina was looking to expand in the next few years due to success.

Economic Development Director introduced Shaun Gilyard as the new Economic Development / Marketing Intern.

Sullivan stated the Promo Bags were popular at BMX event. Surveys were conducted that were very supportive of a Hotel in Isanti.

President Wimmer stated 33 single housing permits have been pulled and 4 more are waiting to be picked up.

- a. Business Prospects
- b. GPS 45:93
- c. 10th Annual Mayor's Employer Celebration Day
- d. City Promotional Bag Update
- e. Marketing Materials
- f. EDAM – Summer Conference
- g. 5th Avenue Extension
- h. Logo Use
- i. Housing Starts in 2017
- j. Business Arrivals and Departures in Isanti 2017

5. Adjournment

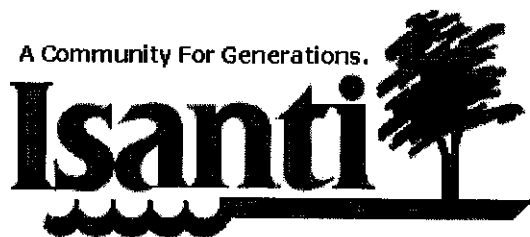
Lundeen motioned, seconded by Bergley to adjourn at 7:30 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 6th day of June, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director

Date: July 5, 2017

Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Action Requested:

Based on Discussion

Attachments:

None

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: July 5, 2017
Subject: Isanti Welcome Brochure Update

Background:

Economic Development Director Sullivan and ED / Marketing Intern Shaun Gilyard have been working on a Welcome Brochure update. The new brochure changes the template and has a new look and feel while covering the same type of updated information. Staff is looking for feedback on the new design and content. Once staff and the EDA is satisfied with the format, and content it will be finalized and the cost for printing will be determined. Staff is looking for direction on this matter.

Action Requested:

Based on Discussion

Attachments:

- 1) Black and White copy of Brochure



tsanti

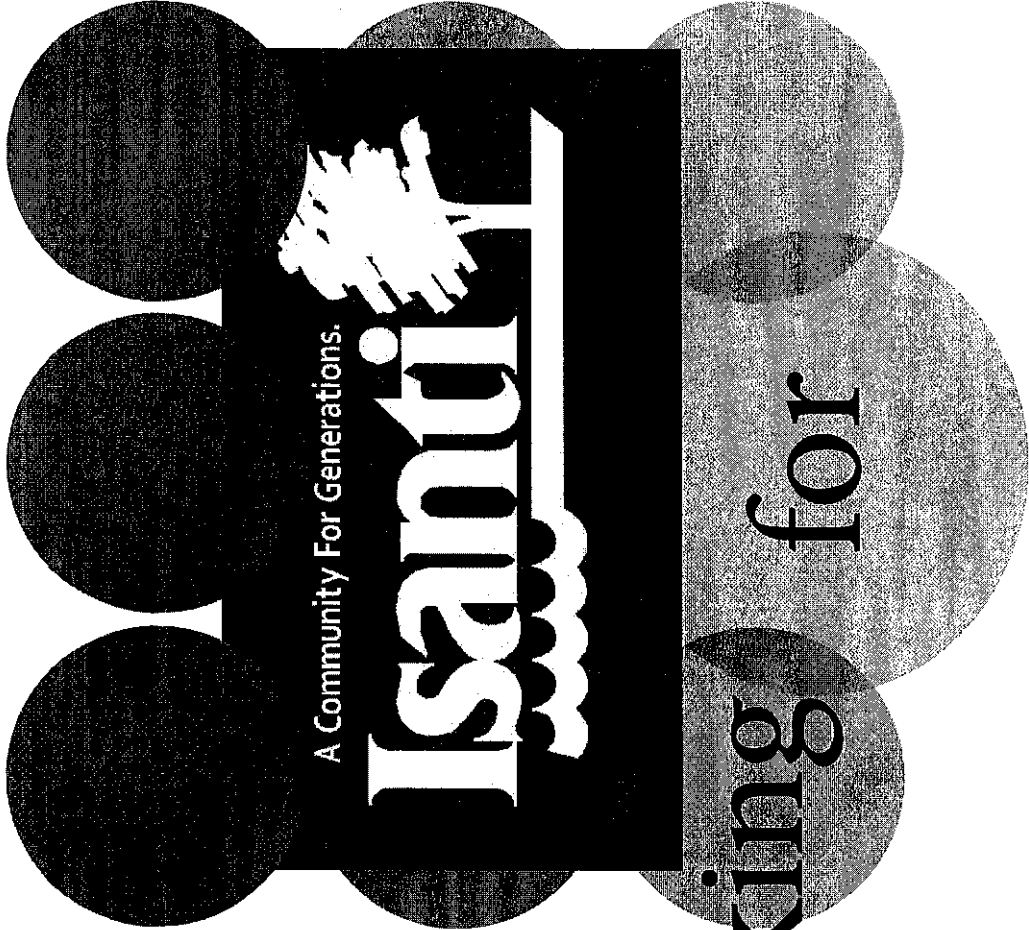
— *A Community for Generations*

Find
what
you're
looking

A Community For Generations.

Isanti

for



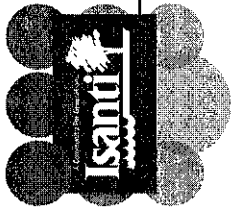


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"There is no better place to work, live or play than the City of Isanti."



A Message from Mayor Wimmer

On behalf of the City of Isanti, I would like to welcome you to our "Community for Generations." There is no better place to work, live or play than the City of Isanti. We take great pride in our flourishing business community, diverse residential neighborhoods and robust park and recreation system.

Isanti's economic development team has created an environment that builds upon our community's strengths to encourage business growth and development. I was proud to accept the 2016 Economic Development Association of Minnesota's award for Business Recruitment for recruiting SnoBear USA from North Dakota on behalf of the City of Isanti. This is our second award of this type since 2008. Our development team will strive to develop and diversify the commercial and industrial businesses within the community in an effort to bring needed services and employment opportunities to area residents. The City of Isanti is a great place to grow your business, and we'll help it to thrive.

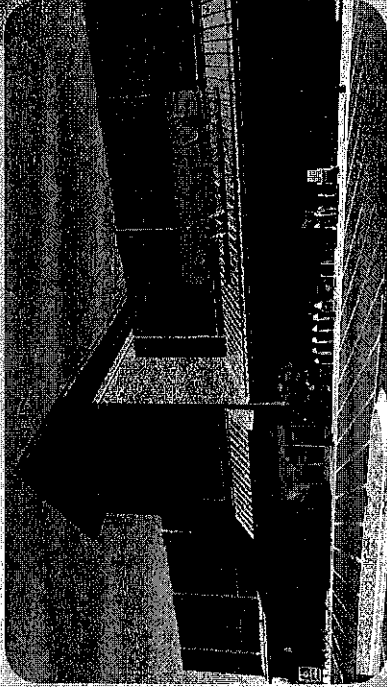
Isanti has a rich history with over 110 years of prosperity. Our neighborhoods provide a mix of housing types and styles with homes dating back to our treasured history, and many newly constructed homes. Our range of housing types include apartments, condominiums, townhomes, twin homes, single family homes, and senior living facilities; which offer options for every stage of family growth and fit many different lifestyles. This blend of past and present serves to fill any housing need.

On behalf of the City of Isanti, I hope you will enjoy your time in our community and will consider us as a place to live, work and play. If you have any questions or comments please contact me at George@georgewimmer.com or 763-442-8749.



A Quick Look

- » Located on MN State Highway 65
- » Just 50 minutes from downtown Minneapolis
- » Concentration of manufacturing workers in the North Metro and the Greater Minnesota area
- » MN Shovel Ready Certified Commercial and Industrial lots for \$1
- » Commercial, industrial and retail space ready for lease or purchase
- » Extensive business financing options
- » Historic downtown Isanti
- » 30+ miles of interconnected park trails



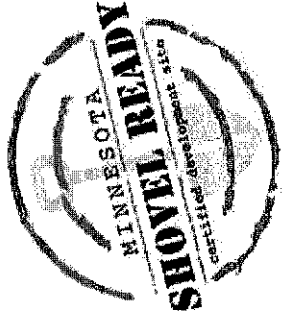


MN Shovel Ready Certified

24.06 acres
of buildable industrial lots

The City of Isanti has a MN Shovel Ready certified Industrial Park.

Rigorous planning, zoning, environmental studies, title work, public infrastructure and other pre-construction activities on designated sites have been completed. Shovel Ready sites are perfect for companies that want to move quickly with plans to start up, relocate or expand their operations.



The Isanti Centennial Complex contain 4 industrial lots priced at \$1 each. Other incentives on the Minnesota Shovel Ready certified sites include tax-increment financing, tax abatement and revolving loan fund gap financing below market rates.

CONTACT SEAN SULLIVAN FOR MORE BUSINESS FINANCING OPPORTUNITIES



Financing Options

Tax Increment Financing

Tax Increment Financing (TIF) is available through the City of Isanti and the Isanti Economic Development Authority. These entities will consider participation in projects that will:

- Create new commercial base
- Effectively use community infrastructure and downtown/industrial park lands
- Redevelop land or properties
- Encourage private investment in properties that the City has targeted for development or redevelopment



Revolving Loan Fund

The Isanti EDA Revolving Loan Funds (RLF) are for businesses creating or retaining private sector, full-time jobs in the area, or making a capital or real estate investment. Program highlights:

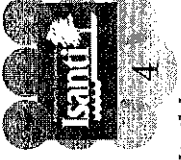
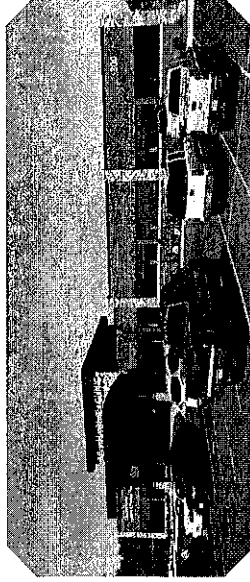
- Cannot be used alone, must be used with a bank loan
- Loans available up to \$50,000
- Eligible uses are: Building purchase, building construction, building renovation / expansion, machinery and equipment, and landscaping and retention
- Appraisals may be needed
- Each project evaluated on its own merits.

Financing from the Isanti EDA Revolving Loans program can be for up to a 10 year term.

Tax Abatement

The Tax Abatement program is eligible to businesses that would benefit the community of Isanti in one or more of the following ways:

- Increase or preserve tax base
- Create or retain jobs
- Diversify the businesses within Isanti
- Help develop or renew blighted areas
- Help provide access to services for residents of the City





Economic Development Authority

The City of Isanti Economic Development Authority (EDA) was created to encourage and actively participate in development and redevelopment projects in the city.

The seven person membership of this body is comprised of five city council members and two citizen members that live within the City limits of Isanti; own a business within the City of Isanti; and/or have a significant management role in running a business in the City of Isanti that gives them insight on the role of economic development in the City, overall community, and business environment. Business recruitment, retention, and marketing, as well as encouraging communication between the City of Isanti and area businesses are key objectives for this body.

The Isanti Centennial Complex Industrial Park is Minnesota Shovel Ready Certified. Each of the remaining city owned lots has full city sewer, water, and storm utilities to the curb and access to fiber optic, cable, and wireless communication. The industrial park is home to successful companies like Advanced Telemetry Systems, Metal Coatings and Manufacturing, Granger Machine, UPS, SnoBear USA, and many more.

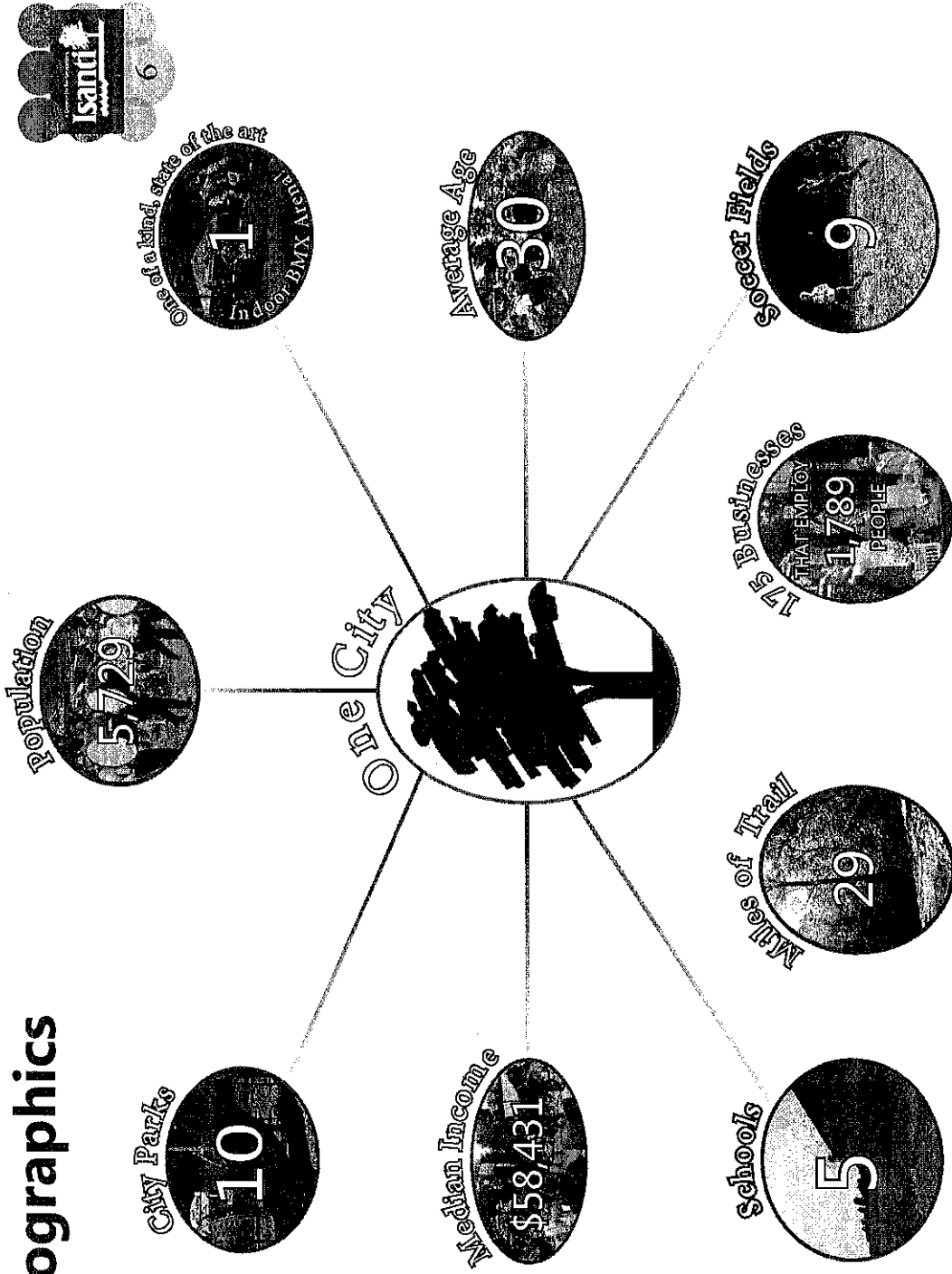
There are also many privately owned commercial and residential lots ready for immediate development with city services to the curb. The City of Isanti understands that growth in all sectors is important and is willing to provide incentives. In 2017, 175 City of Isanti businesses employed 1,789 people in the retail/service, manufacturing, construction, medical, education, and government sectors.

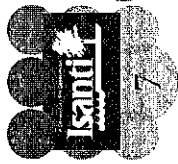
The City of Isanti has 5 modern schools located in the community, and utilizes technology and faculty to effectively educate students in the area. Isanti is a young and vibrant community with an average age of 30 which is nine years younger than the state average. Access to medical facilities including hospitals and clinics is convenient with drive times of less than 5 minutes. A robust park system, Ice Arena, Isanti Indoor Arena-Home of Rum River BMX, Legacy Park, River Bluff Preserve and other recreational opportunities make Isanti a fun place to live and visit.

Be a part of a growing community.

"INVEST IN ISANTI"

Demographics





Community Highlights

Isanti Firefighters Rodeo & Jubilee Days

Held in July, the Annual Isanti Firefighters Rodeo draws crowds from across the state. Held concurrently with the rodeo, Jubilee Days features a parade, turtle races, outhouse races, and activities for all ages.

Isanti Street Dances

Held in downtown Isanti, street dances are a great way to enjoy food, local music and community. The city puts on 3 over the course of the summer.



Isanti Redbirds

This team was established in 1920 and is one of the oldest baseball teams in Minnesota. Playing in the Metro Minny League their season starts in May and runs through August. In 2011, they won the Class B State Championship!

Isanti Soccer Complex

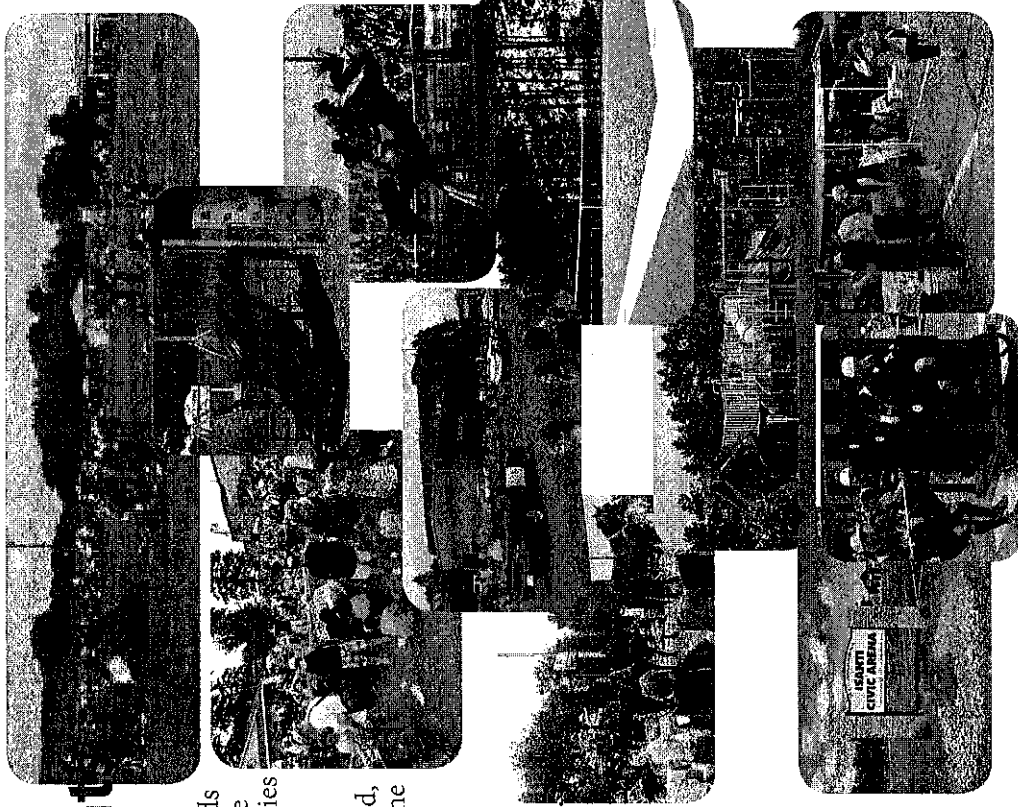
Boasting 9 full-size soccer fields this complex hosted the Minnesota State Cup for three consecutive years from 2011 to 2013 and again in 2015.

City Parks

With 10 city parks located at various locations in the city, there is never a dull moment. Our parks are located within easy walking distance of our schools and newer residential developments. They're a great place to enjoy time with your family.

Farmer's Market

Freshly picked, locally grown food, and locally made products can all be found at our seasonal market May through September located at 400 West Dual Boulevard Northeast.



Schools

Isanti Primary School serves students in Kindergarten-Grade 2. Students attend school each day and have a full array of specialist services including art, music, physical education, and technology. The school also houses the pre-school programs.

Isanti Intermediate School serves students in grades 3-5 that live in and around the city of Isanti. Isanti Intermediate was built in 2006 and is located east of Highway 65 on Heritage Boulevard (County Road 5).

School For All Seasons is an optional year-round elementary school program for students in the Cambridge-Isanti School District. The school serves students in Kindergarten to grade five. The program is housed in the Isanti Intermediate School site as a school-within-a-school. The school year begins in early August and students take 2-3 week breaks between each trimester of 12 weeks. The program is part of the public school system and does not charge tuition. The school has also been recognized as an innovative school by the Minnesota Department of Education.

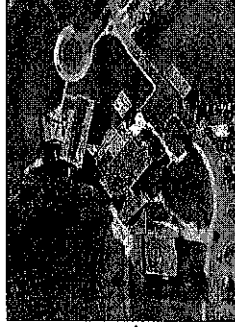
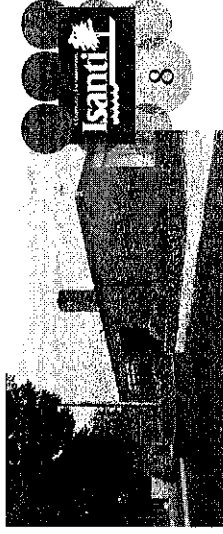
Isanti Middle School serves students in grades 6-8 and uses its location along the Rum River to emphasize science and outdoor activities.

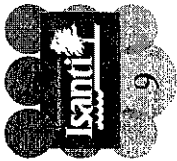
Minnesota Center is an optional year-round program for students in grades 6-8 that follows the same calendar as the School For All Seasons program. The school has been recognized for closing the achievement gap, and having student achievement that exceeds state expectations. This is also a public school and does not charge tuition.

Anoka-Ramsey Community College is located just 8 miles North of the city, and is a full-service community college. Students can earn an associate of arts degree in many fields including business and nursing. The school also partners with Anoka Technical College to provide numerous vocational and technical training certificates.

Arts and Science Academy is an optional charter school that emphasizes the arts in order to better engage students' learning. The program does not charge tuition, but does have limited enrollment.

Coming Soon: Arts and Science Academy Middle School is expected to open in Fall of 2017, serving students grades 5-8 and will be able to host approximately 550 students.

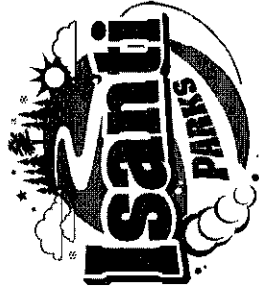
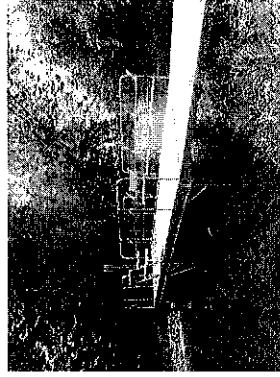
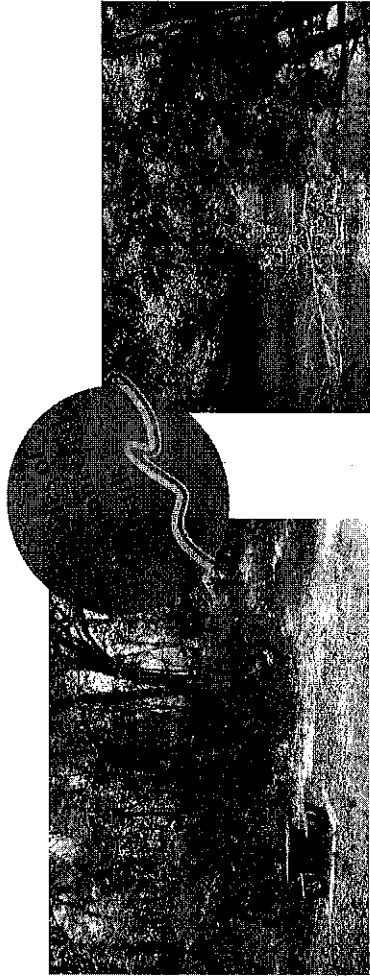




Legacy Park and River Bluff Preserve

Legacy Park Trail passes through a 20.67 acre natural wooded area owned by the City of Isanti located in the northwest area of the city along the scenic Rum River. The trail has been designed to be ADA compliant. The trail gives the public an opportunity to access an undeveloped natural area; and provides an educational opportunity showcasing undisturbed forest land and the Isanti Brook and Rum River basins which contain many types of fauna and flora.

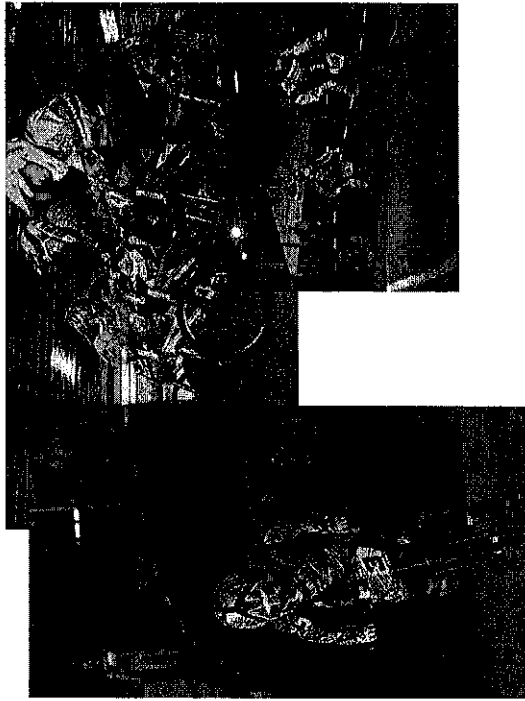
River Bluff Preserve is a newly developed park in the City of Isanti. It gives the public access to hiking trails and a recreational fishing pier on the Rum River. The preserve is located behind the Isanti Community Garden, where community members can use a plot to provide themselves with fresh produce.

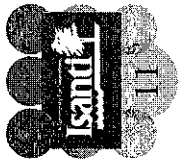


Isanti Indoor Arena- Home of Rum River BMX

The City of Isanti has partnered with Rum River BMX to bring a 75,000 square foot, state of the art, indoor BMX arena to the community. The arena houses events year round. Rum River BMX Association has hosted the State Finals (2009, 2010, 2012, and 2014-2017) and Nationals (2009, 2010, 2013, and 2016) here in Isanti. Construction of this state of the art facility has increased the frequency of these events and generated

more opportunities for the City of Isanti to capture additional dollars from the upwards of 80,000 participants and spectators it brings to the city annually. This facility, along with Sportsman's Field, and the Isanti Civic Ice Arena, add to the draw of the award winning Bluebird Park. This one of a kind facility opened in early 2015, and has been hugely successful with some of its riders participating in the 2016 summer olympics.





Contact

GEORGE WIMMER / MAYOR

CALL: 763.442.8749

EMAIL: george@georgewimmer.com

SEAN SULLIVAN / ECONOMIC DEVELOPMENT DIRECTOR

CALL: 763.807.4339

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RYAN KERNOSKY / COMMUNITY DEVELOPMENT DIRECTOR

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JOSI WOOD / PUBLIC SERVICES DIRECTOR

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KATIE EVERETT / COMMUNITY EVENTS AND PARKS COORDINATOR

CALL: 763.444.5512 ext.107

EMAIL: IsantiParks@cityofisanti.us

-Visit us on the web at www.cityofisanti.us

-Or find us on  Facebook at www.facebook.com/pages/Isanti-Events-Community-Center

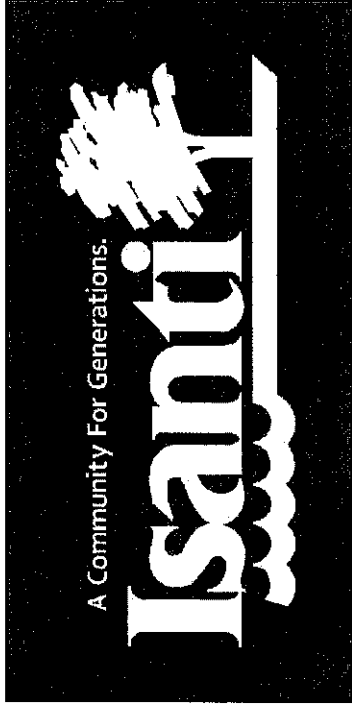
-To find out more information, read a copy of our quarterly Publication, the Isantian

Connect

Testimonials

“The City of Isanti has done a good job supporting our business. We are happy to be located in Isanti and hope to continue to grow here.”

**-Peter Kuechle, President,
Advanced Telemetry Systems**



“Our location in Isanti has excellent access to transportation corridors which is fundamental to the success of our business.”

**-Eric Lindell,
Business
Manager,
UPS**

“The City of Isanti “Development Team” especially Mayor Wimmer and Economic Development Director Sean Sullivan, were tremendous to work with. The knowledge and expertise of City Officials and Staff helped us every step of the way to navigate through state and local incentive programs. Our collaboration with the City of Isanti was pivotal in securing meaningful business incentives from the Minnesota Investment Fund (MIF), Job Creation Fund (JCF) as well as other programs. These results made our move from Fargo, North Dakota to Isanti, Minnesota possible. Isanti is a great community and we are proud to be part of it!”

-Mario J. Nozzarella, Executive Vice President SnoBear USA



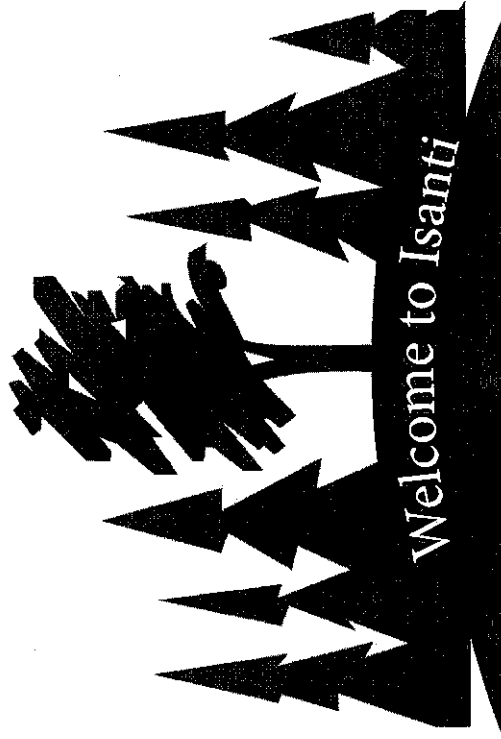
We are a great place for business, retail, living and recreation.

Open spaces, over 250 build-able lots, multitude of financing options.

Legacy Park, River Bluff Preserve, Biking and Walking Trails, Soccer Complex, Isanti Indoor Arena for BMX, and more!

Newly Constructed medical clinic, pharmacy, grocery store, retail, and housing.

Historic downtown, retail spaces for rent, specialty shops.



Sense of community, restaurants, shops, and annual community events.

Open for business at www.cityofisanti.us

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: June 27, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Working with Developer and Builder.

Senior Memory Care – Extension to Site Plan granted on April 18, 2017. Owner states project to begin construction this year.

O'Reilly Auto Parts - The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Construction is underway.

Whiskey Road Pub and Grub-. The City Council approved project includes a restaurant with alcohol sales and a patio at 404 Whiskey Road. Project Delayed.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Attached are the June Agenda and April meeting minutes.

City Promotional Bag Update: 300 Bags were distributed at the Land O' Lakes National event at Isanti Indoor Arena – Home of Rum River BMX. 350 Bags will be distributed at the MYSA State Qualifier July 13-17 and at the State BMX Finals on August 26-27.

Marketing Materials/ED Intern: Economic Development Director and ED Intern have been working on marketing materials including: the Welcome Brochure, Mayor's Employer Celebration Day, Hwy 65 Retail Brochure, City Promotional Bag Program, Surveys, Business List, City Events.

EDAM – Summer Conference: Staff will be attending the EDAM Summer Conference June 28-June 30.

5th Avenue Extension: Staff and City Officials met with stakeholders on March 30, 2017 to discuss the possible extension of 5th Avenue. The Development Team will work toward negotiating a deal when timing is appropriate.

Housing Starts in 2017: As of June 27, 2017 there have been 40 single family housing permits pulled and 1 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), Rockstad and Company Relics and Wares (401 E Dual Blvd NE) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual).



Board of Directors Meeting

Lakes Region EMS

40245 Fletcher Ave, North Branch, MN 55056
Friday, June 23, 2017 10:00 a.m. - 12:00 p.m.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
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Introductions

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) May 19, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of June 15

Guest Speaker – Sheila Smith, Creative Minnesota Presentation

Chair Report – Rebecca Perrotti

Consultant Report – Karl Schuettler (joining remotely)

Committee Reports

- a.) Broadband - Nancy Hoffman
b.) Economic Gardening - local updates

Old Business

- a.) 2017 East Central Career Fair ~ Exhibitor Survey Results
b.) 2017 East Central Career Fair ~ Jobseeker Survey Results
c.) 2017 East Central Career Fair ~ Budget Report
d.) EDAM - potential trainings to follow-up on EDA survey

Action Items

- a.) Volunteers

b.) Consultant

c.) Admin

Next Board Meeting

July 28, 2017 -- 10 AM -- Noon

Hosted by: Kanabec County, Kanabec County Courthouse, 18 North Vine Street, Mora MN 55051

GPS 45:93 Board of Directors Meeting Minutes

May 19, 2017
Pine County Courthouse

In Attendance:

Sean Sullivan, City of Isanti
Sara Treiber, MLCV
Mark Perry, City of Hinckley
Becky Lourey, Nemadji Research
David Minke, Pine County
Richard Baker, Past GPS President
Rebecca Perrotti, CMJTS
Rick Olseen, Congressman Nolan
Pam Sarvela, Minnesota Energy
Marshall Lind, City of Braham

Doyle Jelsing, Neighborhood National Bank
Heidi Steinmetz, Kanabec County EDA
Sandy Voigt, Region 5 Dev. Commission
Karl Schuettler, Northspan
Nancy Hoffman, Chisago County EDA-HRA
Leaha Jackson, City of Sandstone
Jordan Zeller, ECRDC
Stu Lourey, Sen. Franken
Robert Musgrove, Pine County

Call to Order: Meeting called to order by President Perrotti at 10:10AM, followed by attendee introductions.

Additions/Deletions to Agenda: Item requested to be added by Becky Lourey on Senior Network issue. MOTION TO APPROVE BY RICHARD BAKER, SECOND BY MARK PERRY. MOTION UNANIMOUSLY CARRIED.

Approval of Minutes: MOTION TO APPROVE BY DOYLE JELSING, SECOND BY RICHARD BAKER. MOTION CARRIED UNANIMOUSLY.

April 2017 Treasurer's Report: Treasurer's report was presented by Doyle Jelsing. He noted the \$25,000 fund balance and that the web page project came in under budget by \$1500. MOTION TO APPROVE BY LEAHA JACKSON, SECOND BY MARK PERRY. MOTION CARRIED UNANIMOUSLY.

Chair Report: President Perrotti asked for suggestions on topics for the annual meeting. She suggested workforce as the topic. A suggestion was made to focus it on cybersecurity (as an extension of the recent session held in the region). Members suggested as topics or speakers for regular GPS meetings refresher presentations on CMJTS services and on DEED services. Perrotti ask that members who think of other topics provide her with that input.

Consultant Report: Karl Schuettler reported on the following:

- The status of the Site Selector page on the GPS website. The group discussed that and the website in general, including the possibility of placing electrical rates from regional providers on the site and a look at the analytics for the site.
- Updating the properties listed on LOIS.
- The economic gardening conference call and the status of the project roll-out.

Committee Reports:

In the absence of Chair Carla Vita, Rick Olseen reported on the Workforce Committee meeting. The committee had a wide-ranging discussion of workforce issues.

Sean Sullivan reported on the status of the marketing committee, noting that the web consultant is working on making the website mobile-friendly.

The Housing Committee had not met, and Chair Lezlie Sauter was absent. The Board as a whole discussed a recent article in the Star Tribune about the housing situation in Minnesota.

Old Business:

IEDC: Heidi Steinmetz reported on the International Economic Development Conference being hosted by the Kanabec EDA during the Mora Vassaloppet in February 2018 at the Mora Grand Events Center. It will be an opportunity for education and for networking. They are seeking sponsorships. Pam Sarvela reported that Minnesota Energy Resources will sponsor at the Gold level. MOTION BY SEAN SULLIVAN TO SPONSOR AT THE \$500 LEVEL. SECOND BY BECKY LOUREY. MOTION CARRIED UNANIMOUSLY.

Broadband: Nancy Hoffman inquired if the group would be interested in a GPS regional application to the Blandin Foundation for technical assistance in developing a regional broadband strategy. MOTION TO AUTHROIZE HOFFMAN TO GO FORWARD WITH AN APPLICATION MADE BY RICHARD BAKER. SECOND BY DOYLE JELSING. MOTION CARRIED UNANIMOULSY. Hoffman asked for volunteers to help. Baker, Musgrove, Jelsing and Lourey volunteered.

Economic Development Training Follow-Up: President Perrotti inquired about interest in follow-up training based on the success of the session sponsored by GPS earlier in the Spring. She asked about possible topics based on survey results and about the possibility of forming a GPS training subcommittee. The group discussed that potential in coordination with offerings from EDAM, ECRDC and Ehlers to avoid duplication. Richard Baker offered to research options.

Community Venture Network: The group discussed the possible role(s) of the GPS contracted consultant in preparation for or follow-up from CVN meetings. The members agreed to have the admin consultant (Becky Schueller) poll the membership each time to determine who will be attending a CVN session. The marketing committee will re-visit the GPS marketing materials to be handed out by one of the attendees to CVN companies. The group agreed that the consultant will do follow-up polling to ascertain which GPS communities are interested in which CVN companies.

New Business:

Letter of Support for North Branch Grant Application: Carla Vita requested a GPS letter of support for an application that the City of North Branch was making for an affordable housing grant. MOTION BY MUSGROVE TO AUTHORIZE THE PRESIDENT TO DRAFT A LETTER OF SUPPORT TO BE REVIEWED BY THE EXECUTIVE COMMITTEE FOR FINAL APPROVAL. SECOND BY JACKSON. MOTION CARRIED UNANIMOUSLY.

DEED Shovel Ready Marketing Flyers: Tabled until June meeting.

Senior Network Gap: Lourey reported to the group that she had learned at a recent meeting that Pine County's senior network office had been moved and absorbed into a regional office. As a result the Pine County senior resource booklet has not been updated since 2014, and a gap exists in senior services in the county.

MOTION TO ADJOURN THE MEETING MADE BY BAKER, SECONDED BY ZELLER. MOTION CARRIED.

MEETING ADJOURNED AT 12:10.

Next Board Meeting – June 23rd in North Branch at Lakes Region EMS Building.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of July 5, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. Other Business / Updates / Communications
 - a. Business Prospects
 - b. GPS 45:93
 - c. City Promotional Bag Update
 - d. Marketing Materials
 - e. EDAM
 - f. Housing Starts in 2017
 - g. Business Arrivals and Departures in Isanti 2017
5. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
July 5, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by Economic Development Director Sullivan at 7:21 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, and Steve Lundeen

Commissioners Absent: Tara Hallberg (excused)

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

None. Motion by Collison second by Lorinser to adopt Agenda as presented. Motion passed unanimously.

2. Approve Minutes of June 6, 2017 Regular Economic Development Meeting

Motion by Bergley second by Lundeen to approve the minutes as presented for June 6, 2017. Motion carried unanimously.

3. Isanti Hotel Update

President Wimmer updated the EDA as to the status of the project. The Development Team was working with legal counsel, financial advisors and a lending institution to finalize the financing structure of the deal. The discussion centered on not being a limited partner but only providing financing with a combination of internal and external sources. The reason for the change in ownership is based upon the delay it would put in place for this construction season. Tax abatement applications are being presented to the School Board and Isanti County for consideration. The applicant will be the developer. The advantage of tax abatement vs. TIF for the participating jurisdictions was explained. Tax abatement would be Pay-as-you-go.

Item was informational, no action requested

4. Isanti Welcome Brochure Update

Economic Development Director Sullivan provided the EDA with a draft brochure with updates. He asked for comments and feedback.

President Wimmer indicated he has some changes and would work with Staff to get them implemented.

Motion by Lundeen second by Bergley to direct Economic Development Director Sullivan, President Wimmer and ED Intern Gilyard to work on edits for document and bring back to City Council with printing costs for final approval. Motion carried unanimously.

5. Other Business / Updates

Sullivan stated 42 single housing permits have been pulled and 1 more are waiting to be picked up. It is about the same pace as last year.

Commissioner Lundeen indicated we had hit our mark for the year.

Sullivan stated he had read an article that supported the economy being in a much more stable position and that if a recession were to occur it would not be as bad as the Great Recession.

Commissioner Collison asked if there were bags available for the Summer Spectacular on August 12.

President Wimmer stated they had chosen three events and this was not one of them.

Commissioner Lundeen stated he saw people stopping at the City of Cambridge sign and taking pictures.

President Wimmer indicated that signs were expensive.

ED Director Sullivan stated that the Lodging tax could help with this item in the future. He supported the idea of a sign on Highway 65.

Commissioner Lorinser stated that the development at the intersection of Hwy 65 and Heritage Blvd is lit up at night and that a visible corridor is being defined.

- a. Business Prospects
- b. GPS 45:93
- c. City Promotional Bag Update
- d. Marketing Materials
- e. EDAM – Summer Conference
- f. 5th Avenue Extension
- g. Housing Starts in 2017
- h. Business Arrivals and Departures in Isanti 2017

6. Adjournment

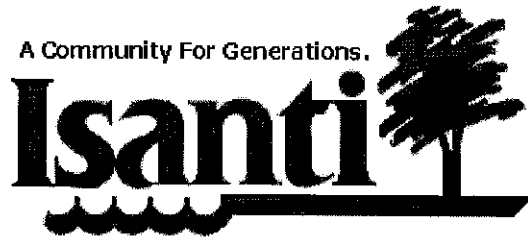
Lundeen motioned, seconded by Bergley to adjourn at 7:30 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 6th day of June, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: August 2, 2017
Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan have been working with the Developer, Legal Counsel, Financial Advisors and a Financial Institution to put together a hotel deal in Isanti. The project is a 51 unit Hotel. President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Under the current proposal the Isanti EDA will play a large role in completing the financing for this project.

Action Requested:

Based on Discussion

Attachments:

None

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director *SMS*

Date: July 27, 2017

Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Staff continues to work with Developer and Financing.

O'Reilly Auto Parts - The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Construction is underway.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

GPS 45:93: Staff attended the July 28 Meeting. Attached is the July Agenda and June meeting minutes.

City Promotional Bag Update: 300 Bags were distributed at the Land O' Lakes National event at Isanti Indoor Arena – Home of Rum River BMX. 300 Bags were distributed at the MYSA State Qualifier July 13-17 and 300 bags will be distributed at the State BMX Finals on August 26-27.

Marketing Materials/ED Intern: Economic Development Director and ED Intern have been working on marketing materials including: the Welcome Brochure, Hwy 65 Retail Brochure, City Promotional Bag Program, Surveys, Business List, City Events and Property Tax information document for Isantian.

EDAM – Staff attended the July 26 meeting. Attached is the Agenda for July and Minutes from May.

Housing Starts in 2017: As of July 27, 2017 there have been 54 single family housing permits pulled and 1 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), Rockstad and Company Relics and Wares (401 E Dual Blvd NE) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual), Crossfit (801 Hwy 65).



Board of Directors Meeting

4.b.

Kanabec County

18 North Vine Street, Mora MN 55051

Friday, July 28, 2017 10:00 a.m. - 12:00 p.m.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by:</p> <ul style="list-style-type: none">~ Providing a regional approach to workforce development, business attraction, retention & expansion~ Acting as a conduit for members and the region to access resources and educational opportunities	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally</p> <ul style="list-style-type: none">~ Provide education & networking opportunities.~ Promote enhancement of regional workforce & infrastructure.~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.
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Introductions

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) June 23, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of July 21

Special Topic - Neighborhood Development Center Pilot Program - Jeff Wig, Initiative Foundation

Chair Report – Rebecca Perrotti

- Thanks for all the work on the website
- Working on speakers and logistics for annual meeting – September 22, pending speaker availability
- Will touch base with both consultants in August on next priorities
- Doyle is contacting Keith directly about the 990 form and questions that remain
- Workforce Development Board Survey Reminder - Please help get this out to as many businesses in your area as possible. The purpose is to compile a database of willing businesses who would consider engaging with students, job seekers, workforce initiatives in a wide variety of ways.
<https://www.surveymonkey.com/r/7PW62KS>

Consultant Report – Karl Schuettler

MN Marketing Partnership - Jordan Zeller (Minnesota Advantages PowerPoint Template)

Committee Reports

- a.) Broadband - Nancy Hoffman
- b.) Economic Gardening - local updates
- c.) Workforce

Old Business

- a.) Shovel Ready Marketing - Andrew (Cover Page, Pine City, North Branch, Cambridge, Isanti)
- b.) EDAM - potential trainings to follow-up on EDA survey - Richard

Action Items

- a.) Volunteers
- b.) Consultant
- c.) Admin



MINUTES

GPS Executive Committee
Friday, June 23, 2017
Chisago County HRA-EDA / Lakes Region EMS Community Rm
40245 Fletcher Avenue, North Branch, MN 55056

Andersen Windows Manufacturing Plan Tour at 8:30am. 14 members toured the facility.

Call To Order:

Meeting was called to order at 10:00 am in the Lakes Region EMS Community Room, 40245 Fletcher Avenue, North Branch.

Introductions & Attendance:

Nancy Hoffman, Chisago County HRA-EDA
Deb Johnson, Chisago County HRA-EDA
Mary Minnick-Daniels, ECRAC
Amy Mell, City of Rush City
Sheila Smith, MCA
Stu Lourey, Franken's Office
Dan Bullert, Initiative Foundation
Della Ludwig, DEED
Beth Thorp, City of Mora
Rebecca Perrotti, CMJTS
Heidi Steinmetz, Kanabec County EDA
Marshall Lind, City of Braham
Sara Trieber, MLCX

Doyle Jelsing, Neighborhood National Bank
Kathy Lindo, North Branch Chamber
Julia Gervais, North Branch Chamber
Sandy Voigt, Region Five / NCEDA
Greg Anderson, Isanti Co. Commissioner
Richard Baker, Past Chairman
Robert Musgrove, Pine County
Bill Coleman, Community Tech. Adv.
Mark Perry, City of Hinckley
Andrew Mack, City of Pine City
Brent Stavig, Rush City High School
Becky Lourey, Nemadji Research Corp.
Rick Olseen, Congressman Nolan's office

Introductions:

Introductions, community business updates were verbally provided and a signup sheet was sent around to all members and guest.

Approval of Agenda:

Motion by Musgrove, second by Jelsing, to approve agenda. Motion carried.

Approval of Minutes:

Motion by Anderson, second by Perrotti, to approve minutes of April 28, 2017. Motion carried.

Treasurer's Report – Doyle Jelsing:

Financial review, as of June 15, 2017, included in the packet. Motion by Thorp, second by Baker, to approve the financial report as presented. Motion carried.

Guest Speaker: Sheila Smith, Executive Director, MN Citizens for the Arts

Sheila presented information on the 2017 Report: Creative MN – The Impact of Minnesota’s Artists, Creative Workers and Non-Profit Arts and Culture Organizations. The annual economic impact of artists and non-profit arts and culture organizations in Minnesota is \$2 billion, and in Region 7E is over \$17 million. Discussion was held on the impact of those numbers throughout our region and statewide. Kanabec County is pursuing grant funds for a county study. Chisago County, Mille Lakes and Pine County completed their county studies in 2015. Completed studies are available on their website www.CreativeMN.org. Updates to their website will be completed in September 2017 which will then have interactive mapping availability.

Chair Reports:

- a) **Form 990** – extension has been filed
- b) **Annual Meeting** – exploring options and ideas
- c) **Economic Gardening** - program is progressing well. A thank you was extended to the Initiative Foundation for their assistance in funding this program again.

Consultant Report – Karl Schuettler: *(attended via speaker phone)*

Website is live and functional. Meta13 changes have been completed and the site is now mobile friendly. LOIS property updates are being completed. Currently working on updates to the sites & buildings, site selection, and utility rate pages. Please review your community pages and let us know if there needs to be revisions completed.

Economic Gardening updates. There was a great article in the most recent IQ Magazine. Attended the quarterly conference where Linked In was discussed. Participating counties will send Chisago County HRA-EDA a spreadsheet and they will generate invoice billing for the participants.

The consultant and assistant has been with GPS45:93 for approximately three months, and the group is very happy with the work which has been completed to date.

Committee Reports:

- a) **Broadband – Nancy Hoffman:** The first task force meeting was well attended. Discussion held on how the 32 hours that Blandin would provide for technical assistance would be best utilized. Bill Coleman outlined several options and discussion was held on which would be the best options.

Option One: Hold a regional broadband summit for the purpose of informing regional leaders about 1) the importance of broadband, 2) the broadband coverage in the region; 3) CenturyLink’s and Frontier’s CAF2 improvements (scheduled and installed); 4) current and recent local activities, including feasibility studies, committees, etc; 5) recent region-wide partnership efforts and 6) call to action so as not to be left behind.

Option Two: Review and evaluate CAF2 improvements already installed by CenturyLink in Braham and Frontier in Lindstrom to verify network deployment and service improvements and to identify remaining deficiencies in those exchanges.

Option Three: Create a regional broadband assessment document using existing source material that lays out the case for regional action to improve broadband. The audience would be local, regional and state officials. Develop and deliver a presentation to numerous city councils, county and town boards and other organizations.

Option Four: Identify a prospective and interested provider partner and build a regional partnership model to overcome financial barriers to network deployment. Pursue national and state funding to support network deployment.

Chisago County discussed the Sunrise Township Model. Grants are due by 9/11/17 instead of in October. CAF2 funding is about 40% completed through this construction year, with funds to be expended by 2019. Multicounty initiatives were discussed, as well as public facilities and coop owned facilities.

b) Economic Gardening: Contract is through May 31, 2018. Not all companies need to begin at the same time, although they need to allow time for the 90 – 120 day process. Starting earlier would allow more round table participation. Karl's prep work to let the companies know what time commitment is necessary to participate in the program has been very valuable.

Pine Co: Two companies will be participating, one has already begun.

Kanabec Co: Initially one company was interested, but they are exploring options.

Isanti Co: Sean not available to report.

Chisago Co: Six companies have been contacted, one is not interested. Will continue to follow up with the others.

c) October Meeting: Becky presented an option to provide lunch, but will need RSVP. They have a daycare on site, prepare meals on wheels, as well as lunch for their workers at 50% of the normal cost.

Old Business:

a-b-c) 2017 East Central Career Fair: Exhibitor and job seeker survey results and budget report was reviewed. This was the fourth year the fair was held in Cambridge, with DEED organizing the event. Discussion held on allowing a signup time for 7E businesses first, then opening up the registration for all businesses. Earlier advertising of the event with local businesses would help. There were 49 employer booths and 115 job seekers, majority of which were from Chisago and Isanti counties.

d) EDAM – potential trainings to follow up on EDA survey: Richard Baker has contacted EDAM, no response received.

e) Save the Date Flyer – International Economic Development Conference, Feb 8, 2018. Kanabec County is hosting the event – make checks to Kanabec County. The event is geared more towards businesses. Please distribute the flyer with your county businesses.

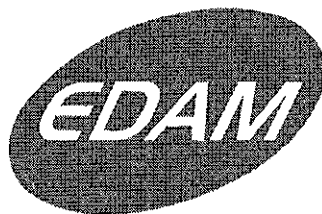
Action Items:

Robert Musgrove announced that he will again be retiring, this time from his county position, two years ago from his college position, and will be returning to Texas.

Della Ludwig, DEED-Region 3, representing a 13-county area. Focus areas will include working with businesses on the unemployment gap and working with students to make sure they have exposure to the requirements necessary now to work in the manufacturing fields.

Meeting Adjournment:

Motion by Jelsing, second by Perrotti, to adjourn. Motion carried.



4.e.

Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
July 26, 17 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Agenda

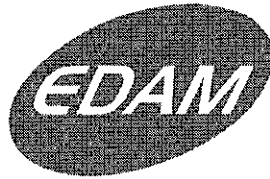
- I. Call to Order – Kienberger
- II. Check In – Kienberger
- III. Review of Agenda – Kienberger
- IV. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - May 2017 Meeting (In packet)
 - b. Approval of monthly statements (In packet)
- V. 2017 EDAM Work Plan Review –Kienberger (In Packet)
- VI. Committee Reports - Action Items
 - a. Executive Committee update
 - i. RFP Update / Discuss Options for GR Contract
 - ii. Ewald Hours (In Packet)
 - b. Member Services
 - c. Government Relations
 - d. Marketing/Communications
 - i. Approve website refresh (additional YM cost = \$750)
 - ii. Discuss EDAM Awards
 - e. Conference Committee
 - i. Review conference survey results
 - f. EDAM U
 - g. 50th Anniversary Committee Update
- VII. Review Action Items
- VIII. Adjourn | Next scheduled meeting: August 30, 2017

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
May 31, 2017 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Agenda

- I. Call to Order – Kienberger
Members present - President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Christy Lewis, Chris Eng, Trisha Rosenfeld, Kim Lindquist, Erin Sparks, Sean Sullivan. Via telephone Erik Hansen, Past President Christie Rock-Hantge and Jeff Rossate. Staff present – Eric Ewald.
- II. Check In – Kienberger
- III. Review of Agenda – Kienberger
Add discussion over adding a seat on the EDAM Board for an Foundation Board member. There was a motion and second (Sparks/Barnett-Livgard) to approve the agenda as modified. The motion passed.
- IV. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - April 2017 Meeting (In packet)
 - b. Approval of monthly statements (In packet)Barnett made note that she would be following up with Helgen to assure that income items from conference were recorded on the correct line items. There was a motion and second (Barnett-Livgard/Sullivan) to approve the items on the consent agenda. The motion passed.
- V. 2017 EDAM Work plan Review –Kienberger (In Packet)
 - a. Strategic Planning at the Fall Retreat
Suggestion to have strategic plan goal leaders provide updates in the planning document prior to meetings and start to close-out work on the current plan. There was consensus that this should be done. There was discussion about the format for the Board planning retreat in the fall i.e. whether it should be one day or two. Work and decisions around the RFP process will likely drive the decision.
- VI. Review Summer Awards Nominations and Determine Awardees
Based on recent voting the winners are: Lofthus for Captivating Coach, Story Teller - Tony Schertler,

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Best Connector - Scott Marquardt and Behind the Scenes - Matt Brown. The Rock Star Rookie award had five nominees. The winner is Kyle Jordan. There was a motion and second (Barnett-Livgard/Eng) to confirm each of the preceding winners. The motion passed.

VII. Discussion re: adding a board position for a representative from the Minnesota Economic Development Foundation. There was a motion and second (Rosenfeld/Sparks) to create a liaison position for an MNEDF representative to attend to Board meetings and report-out on Foundation activities.

VIII. Committee Reports - Action Items

a. Executive Committee update

i. RFP Update – the Board met and discussed without staff.

b. Member Services

i. Membership Renewal /Lapsed Members – Lewis reported out on Member Services Committee activities including their meeting this morning. The Committee is currently focused on the list of members that have yet to renew. There was a motion and second (Kienberger/Sullivan) to make an offer to non-members at the conference to join any time in 2017 and their dues will be good through all of 2018. The motion passed.

c. Government Relations – There will be a session recap coming out soon.

d. Marketing/Communications

e. Conference Committee

i. There was discussion about shuttle service at the conference. The Committee recommendation is to provide information about transportation resources in the conference materials. There was discussion about how many people staying at Arrowwood would trigger a decision to run a bus or shuttle. The committee was asked to establish how many are staying at Arrowwood and to see which of the two properties might offer shuttle services. There was consensus that transportation should be offered if there are is a significant number staying at Arrowwood. Motion and second (Kienberger/Sparks) that if it appears to the committee that offering transportation is the right thing that the budget would be \$1,500. The motion passed.

IX. Adjourn | Next scheduled meeting: Regular meeting date in July

Respectfully submitted,

Eric Ewald, CAE

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Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of August 2, 2017 Regular Economic Development Authority Meeting
3. Public Hearing: Consider Resolution Establishing Economic Development District No. 1
4. Public Hearing: Consider Granting of Business Subsidy to Isanti Hotel Partners, LLC
5. Consider Adoption of Resolution Approving Redevelopment Project Area and Redevelopment Plan
6. Consider Resolution to Enter into a Municipal Advisory Services Agreement with Northland Securities, Inc.
7. Other Business / Updates / Communications
 - a. Business Prospects
 - b. City Promotional Bag Update
 - c. Marketing Materials
 - d. EDAM
 - e. GPS 45:93
 - f. Housing Starts in 2017
 - g. Business Arrivals and Departures in Isanti 2017
8. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
August 2, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by President Wimmer at 7:47 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, Tara Hallberg and Steve Lundeen

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

None.

2. Approve Minutes of July 5, 2017 Regular Economic Development Meeting

Motion by Bergley second by Collison to approve the minutes as presented for July 5, 2017. Motion carried unanimously.

3. Isanti Hotel Update

President Wimmer updated the EDA as to the status of the project. The project is a Best Western Plus product. The product is similar to a Holiday Inn Express or Fairfield. A description of the city and private financing structure for the project was outlined. He highlighted the approval of tax abatement for the project by the school district and that the city would be considering approval of its own abatement as well as total financial assistance package on August 15th at a public hearing. He outlined the Isanti County Abatement process and status. The County EDA Committee will meet on August 14th, the full Isanti County EDA will meet on August 28th and the Isanti County Board of Commissioners has scheduled a public hearing to consider action on September 6th.

Economic Development Director Sullivan stated that the EDA would be specifically involved in the Revenue Bond process and that it was likely that there would be approvals or hearings at the City of Isanti EDA meeting in September 2017. Sullivan communicated the tax impact of the project specifically the \$2.8M in new taxable market value, \$137,000 annually in property taxes and the impacts for each taxing jurisdiction. In 2019 the City of Isanti is estimated to receive approximately \$48,000 in new taxes annually and proposes to abate 50% of that number to support the project for a

defined period of time. He acknowledged the support of the school district for this project and the positive impact it will have immediately and into the future for the taxing jurisdiction.

President Wimmer pointed out the school district had Ehlers conduct a financial analysis that concluded that there would be no negative tax impact for its jurisdiction based upon the City abatement proposal. In some instances it actually was an immediate positive impact. The long term tax impact is positive for all jurisdiction.

Item was informational, no action requested.

4. Other Business / Updates

Sullivan stated 56 single housing permits have been pulled and 3 more are waiting to be picked up. This is ahead of the pace set last year.

Sullivan indicated that the Rum River BMX State Finals is the last bag distribution for the City Promo Bag Program. He indicated that after the final even a survey would be conducted to see how the program was received by businesses.

Commissioner Bergley asked when the auto parts store would be opening. He had seen the Cambridge O' Reilly beginning to advertise for employment opportunities in Isanti.

ED Director Sullivan state he anticipated it opening up no later than October 2017.

President Wimmer stated he had quite a few positive comments on the street dances and the exposure to historic downtown.

- a. Business Prospects
- b. GPS 45:93
- c. City Promotional Bag Update
- d. Marketing Materials
- e. EDAM – Summer Conference
- f. 5th Avenue Extension
- g. Housing Starts in 2017
- h. Business Arrivals and Departures in Isanti 2017

5. Adjournment

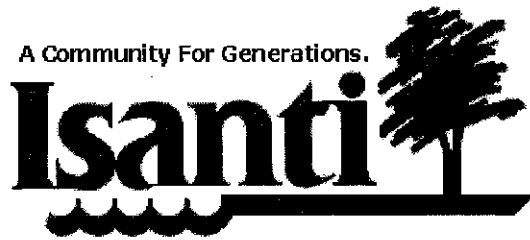
Bergley motioned, seconded by Lorinser to adjourn at 8:00pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 2nd day of August, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director

Date: September 5, 2017

Subject: Public Hearing: Consider Adoption of Resolution Establishing Economic Development District No. 1

Background:

Establishing an Economic Development District in the City of Isanti is part of a legal process to allow the EDA to use full power under both the EDA and HRA Statutes. The 60 unit Best Western Plus Hotel project will be located within the proposed Economic Development District No. 1 as outlined within the attached resolution. This action is a required step to allow the use of Revenue Bonds if needed for project financing.

Action Requested:

Consider Adoption of EDA Resolution 2017-3 Establishing Economic Development District No. 1

Attachment:

- 1) EDA Resolution 2017-3 Establishing Economic Development District No. 1

CITY OF ISANTI ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION 2017 - 3

RESOLUTION ESTABLISHING ECONOMIC DEVELOPMENT DISTRICT NO. 1

WHEREAS, it has been proposed that the Board of Commissioners (the "Board") of the City of Isanti Economic Development Authority, Minnesota (the "EDA") establish Economic Development District No. 1 pursuant to and in accordance with Minnesota Statutes, Sections 469.090 through 469.1082, inclusive, as amended; and

WHEREAS, the EDA has performed all actions required by law to be performed prior to the establishment of Economic Development District No. 1, including, but not limited to, the holding of a public hearing upon published notice as required by Minnesota Statutes, Sections 469.101, Subdivision 1; and

NOW, THEREFORE, BE IT RESOLVED, by the Board as follows:

Economic Development District No. 1. There is hereby established in the City of Isanti (the "City") Economic Development District No. 1 (the "Economic Development District"), the initial boundaries of which are fixed and determined as described in Exhibit A.

Findings. Economic Development District No. 1 is proper and desirable to establish and develop within the City.

The motion for the adoption of the foregoing resolution was introduced by Commissioner _____ and was duly seconded by Commissioner _____ and upon vote being taken thereon, the following Commissioners voted in favor thereof:

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted and was signed by the President and Secretary.

Adopted by the Economic Development Authority Board of Commissioners on September 5, 2017.

Attest:

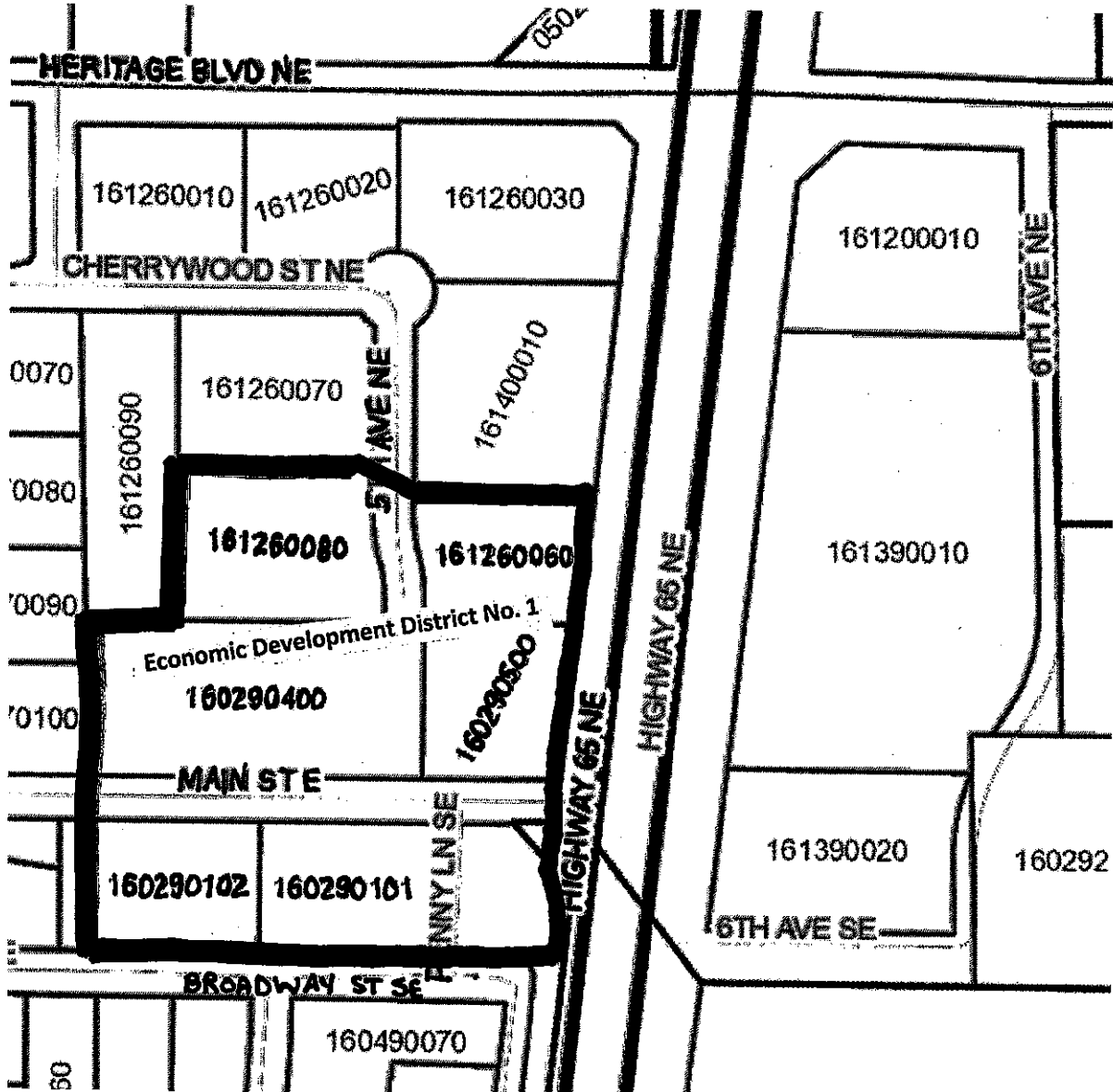
George A. Wimmer
President

Sean M. Sullivan
Secretary

Official Seal

Economic Development District No. 1 Map Boundary Map

Property Tax Identification numbers included in Economic Development District No. 1 include: 16.126.0080, 16.126.0060, 16.029.0400, 16.029.0500, 16.029.0102, 16.029.0101, 05.293.3000



MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: September 5, 2017
Subject: Public Hearing: Consider Granting of a Business Subsidy to Isanti Hotel Partners, LLC

Background:

President Wimmer and Economic Development Director Sullivan have been working with the Developer, Legal Counsel, Financial Advisors and a Financial Institution to put together a hotel deal in Isanti. One method of financing for the project involves the issuance of Revenue Bonds by the EDA. The EDA is proposing to issue revenue bonds in an amount not to exceed \$2,100,000 and loan the net proceeds of the bonds to Isanti Hotel Partners, LLC for the construction of a hotel. This proposed action is considered a business subsidy and requires a public hearing. The EDA will hear public comment on this item.

Action Requested:

None requested

Attachment:

None



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: September 5, 2017
Subject: Consider Adoption of Resolution 2017-XXX Approving Redevelopment Project Area and Redevelopment Plan

Request:

The City Development Team has been actively negotiating with Isanti Hotel Partners, LLC to bring a 60 unit Best Western Plus Hotel to the City of Isanti. Part of this process involves defining a planned area of redevelopment centered around the Hotel project. This project is critical for the growth of Isanti and the redevelopment of parcels in this immediate area. The attached Redevelopment Plan and Area attached to the resolution that is required to be adopted by the City of Isanti EDA.

EDA Action:

Consider Adoption of EDA Resolution 2017-4 Approving Redevelopment Project Area and Redevelopment Plan

Attachment:

- EDA Resolution 2017-4 - Approving Redevelopment Project Area and Redevelopment Plan

CITY OF ISANTI ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION 2017 - 4

**RESOLUTION APPROVING REDEVELOPMENT PROJECT AREA AND
REDEVELOPMENT PLAN**

BE IT RESOLVED by the Board of Commissioners (the "Board") of the City of Isanti Economic Development Authority, Minnesota (the "EDA"), as follows:

Section 1. Recitals.

(a) It has been proposed that the EDA establish a Redevelopment Project Area as described herein (the "Redevelopment Project Area"), in connection with the construction of an approximately 60 unit hotel to be located on Parcel ID No. 16.029.0101 in the City of Isanti, Minnesota (the "City") and adopting the Redevelopment Plan for the Redevelopment Project Area (the "Plan"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.001 through 469.047 and 469.090 through 469.1082; all as reflected in that certain document entitled in part "Redevelopment Plan for Hotel Project" dated September 5, 2017, and presented for the Board's consideration.

(b) The Board has investigated the facts relating to the Plan and has caused the Plan to be prepared.

(c) The EDA has performed all actions required by law to be performed prior to the adoption and approval of the Plan. The EDA has also requested that the City Council of the City hold a public hearing on the Plan and that the Planning Commission of the City provide written comment on the Plan.

Section 2. Findings for the Adoption and Approval of the Plan.

(a) The Board hereby finds that Plan conforms to the general plan for the development or redevelopment of the City as a whole; that the Plan will afford maximum opportunity consistent with the sound needs of the City as a whole, for the development of the Redevelopment Project Area and adjacent areas by private enterprise; and the land in the Redevelopment Project Area would not be made available for redevelopment without the financial aid to be sought.

(b) The Board further finds that the Plan is intended and, in the judgment of the Board, its effect will be, to promote the public purposes and accomplish the objectives specified in the Redevelopment Plan for the Redevelopment Project Area.

Section 3. Approval and Adoption of the Plan. The Plan, as presented to the EDA on this date, is hereby approved, established, and adopted.

The motion for the adoption of the foregoing resolution was introduced by Commissioner _____ and was duly seconded by Commissioner _____ and upon vote being taken thereon, the following Commissioners voted in favor thereof:

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted and was signed by the President and Secretary.

Adopted by the Economic Development Authority Board of Commissioners on September 5, 2017.

Attest:

George A. Wimmer
President

Sean M. Sullivan
Secretary

Official Seal

REDEVELOPMENT PLAN

FOR

HOTEL PROJECT

DATED SEPTEMBER 5, 2017

CITY OF ISANTI ECONOMIC DEVELOPMENT AUTHORITY

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Exhibit A - Redevelopment Area Boundary Map

Exhibit B - Budget

I. INTRODUCTION AND LEGAL BASIS

A. Intent

The City of Isanti Economic Development Authority, Isanti, Minnesota (the "EDA") proposes to establish a Redevelopment Project Area as described herein (the "Redevelopment Project Area"), in connection with the development of a 60 unit hotel project in the City

In the remainder of the Redevelopment Area the EDA proposes to facilitate, as appropriate, private development by acquiring land and preparing it for private development and by constructing public infrastructure improvements.

B. Statement

The City and EDA have determined that conditions exist within the Redevelopment Area which have prevented further development of land by private enterprise. It has been found that the Redevelopment Area is potentially more useful and valuable for contributing to the public health, safety and welfare than has been realized under existing development.

The development of these parcels are not attainable in the foreseeable future without the intervention of the EDA in the private development process. The EDA has prepared the Redevelopment Plan, which provides for the elimination of these conditions, thereby making the land useful and valuable for contributing to the public health, safety and welfare.

C. Redevelopment Area Boundaries

The boundaries of the Redevelopment Area are outlined on the Redevelopment Area Boundary Map, Exhibit A.

All land included in the Project Area is within the legal boundaries of the City.

D. Statement of Authority

Minnesota Statutes Section 469.001-469.047 (Housing and Redevelopment Authority Act) grants municipalities the authority to designate redevelopment areas within the boundaries of the municipalities. Within these areas, the municipality may adopt a redevelopment plan and establish a project consistent with the municipality's public purpose. The project as contemplated by this

plan consists of a redevelopment project as defined in Section 469.001, Subdivision 14.

E. Findings and Declaration

The City and the EDA make the following findings:

1. The certain parcels of land in the project area would not be made available for redevelopment without some public financial aid.
2. The redevelopment plans for the Redevelopment Area in the City will afford maximum opportunity consistent with the needs of the locality as a whole, for the redevelopment of the area by private enterprise.
3. The Redevelopment Plan conforms to the general plan for development of the locality as a whole.

II. REDEVELOPMENT PROGRAM

A. Redevelopment Plan Objectives

The EDA, through implementation of this plan, seeks to achieve the following objectives:

1. To promote and seek the orderly and harmonious development of the Redevelopment Area.
2. To provide logical and organized land use for the entire Redevelopment Area consistent with the Comprehensive Land Use Plan and the Zoning Ordinance of the City.
3. To promote the prompt development of property in the Redevelopment Area with a minimal adverse impact on the environment.
4. To provide general design guidance in conjunction with a suitable development contract in order to enhance the physical environment of the area.
5. To provide adequate utilities and other public improvements and facilities, to enhance the Redevelopment Area and the City for new and existing development.
6. To assist the financial feasibility of private projects to the extent necessary and where there is a corresponding level of public benefit.
7. To enhance the overall economy of the City and surrounding area by retaining current, and providing additional employment opportunities for the residents of the City and surrounding community.

8. To increase the City's tax base.
9. To stimulate development and investment within the Redevelopment Area by private interests.

B. Land Use

The proposed land use for the Redevelopment Area is a hotel and other commercial facilities.

C. Redevelopment Activities

1. Acquisition

The City proposes to acquire the property in the Redevelopment Area on which the hotel will be located. Other than that property, other property in the Redevelopment Area may be acquired by the EDA if and when required to facilitate development or redevelopment within the Redevelopment Area.

2. Relocation

It is not expected that any persons will be displaced as a result of this Redevelopment Plan.

3. Hotel and Other Public Improvements.

The EDA proposes to cause the hotel to be constructed and, as appropriate, other public improvements within the Redevelopment Area.

D. Financing Plan

1. Project Budget

Attached hereto as Exhibit B is a budget which details estimated development costs associated with constructing and equipping the Hotel as currently contemplated. The items of cost and the costs thereof shown in the budget are estimated to be necessary based upon information now available. It is anticipated that the items of cost and the costs thereof shown in each category in the budget may decrease or increase, but that the total project cost will not exceed the amount shown above.

2. Source of Funds and Public Assistance

Isanti Hotel Sources of Funds

60 Unit Best Western Plus		
Investor Equity	\$	1,000,000.00
City Equity (land/cash)	\$	798,000.00
City Equity (fees)	\$	85,000.00
Total Equity		
	\$	1,883,000.00
Private Finance LT Debt	\$	2,298,599.00
City EDA Financed LT Debt	\$	2,000,000.00
Total Project Costs (Hotel)	\$	6,181,599.00
Additional Hotel Project/Operational Cost		
City Tax Abatement	\$	182,549.00

Proposed Infrastructure Improvements Sources

Source TBD	\$	125,000.00	Ext. Richard Ave SE
Source TBD	\$	275,000.00	Ext. 5th Ave NE

Public Assistance in *Italics or TBD*

3. Bond Issue Details

The EDA proposes to issue in revenue bonds in an amount not to exceed \$2,100,000 to finance a portion of the cost of construction.

E. Development Standards

The EDA will consider among other things, the following factors when evaluating development proposals for projects within the Redevelopment Area seeking public assistance and support:

1. Degree to which redevelopment objectives are provided for or enhanced.
2. Consistency with this plan and the City's Comprehensive Plan.

F. Environmental Controls

It is presently anticipated that the proposed development in the Redevelopment Area will not present major environmental problems. All municipal actions and public improvements will be carried out in a manner that will comply with applicable environmental standards. The environmental controls to be

applied within the area are contained within the codes and ordinances of the City.

G. Administration of Project

The City Council has authorized the EDA to be responsible for seeing that the contents of this Plan are promoted, implemented and enforced.

H. Modification of Plan

A Redevelopment Plan may be modified at any time. The modification must be adopted by the EDA and the City, upon notice and after the public hearing required for the original adoption of the Redevelopment Plan.

Changes that do not alter or affect the exterior boundaries and do not substantially alter or affect the general land use established in the plan, shall not constitute a modification of the Redevelopment Plan, nor require approval by the City.

EXHIBIT A

Description of the Redevelopment Area and Boundary Map



EXHIBIT B

Budget

Isanti Hotel Budget	
	<u>Budget</u>
Land	\$ 98,000.00
Building and Improvements	\$ 4,262,000.00
Site Prep/Soil Improvements	\$ 25,000.00
Design/FF&E Install	\$ 25,000.00
Permits and Fees	\$ 102,000.00
OS&E	\$ 113,000.00
Technology	\$ 58,299.00
Furniture, Fixtures and Equipment	\$ 550,000.00
Financing, Other Amortizable Costs	\$ 64,500.00
Architect/Engineering	\$ 155,000.00
Bank/Appraisal	\$ 2,800.00
Title Insurance/Recording/Legal/Closing	\$ 75,000.00
Signage/Franchise Fee	\$ 80,000.00
Preopening Expense (Marketing)	\$ 10,000.00
Registration Equipment & P.O.S. System	\$ 55,000.00
Market Analysis	\$ 5,000.00
Pre-opening Labor	\$ 25,000.00
Contingency	\$ 80,000.00
Working Capital	\$ 75,000.00
Pre-Opening Mgmt Fees	\$ 35,000.00
Development Fees	\$ 286,000.00
Total Estimated Costs (Hotel)	\$ 6,181,599.00
Proposed Infrastructure Improvements	
Extension of Richard Ave SE to Main St SE	\$ 125,000.00
Extension of 5th Ave NE to Main St SE	\$ 275,000.00
Total of Infrastructure Improvements	\$ 400,000.00
Total Redevelopment Project Area Costs	\$ 6,581,599.00



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: September 5, 2017
Subject: Consider Resolution 2017- 5 Authorizing Funding and Execution of the Municipal Advisory Service Agreement between the City of Isanti EDA and Northland Securities, Inc.

Request:

Northland Securities, Inc is the City Financial Advisor for the City of Isanti. They have provided services regarding the potential issuance of an EDA Revenue Bond. Attached is the contract that the EDA must execute in order to continue exploring this financing option for the 60 Unit Best Western Plus Hotel project. The City Council of the City of Isanti is considering approval of this item for the EDA on September 5, 2017. The amount of the contract is not to exceed \$16,800. This is an unbudgeted item.

City Council Action:

Consider Adoption for Resolution 2017-5 Authorizing Funding and Execution of the Municipal Advisory Service Agreement between the City of Isanti EDA and Northland Securities, Inc.

Attachment:

- Resolution 2017-5 Authorizing Funding and Execution of the Municipal Advisory Service Agreement between the City of Isanti EDA and Northland Securities, Inc.

CITY OF ISANTI ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION 2017 - 5

RESOLUTION AUTHORIZING FUNDING AND EXECUTION OF THE MUNICIPAL ADVISORY SERVICE AGREEMENT BETWEEN THE CITY OF ISANTI EDA AND NORTHLAND SECURITIES, INC.

WHEREAS, the Northland Securities is the financial advisor for the City of Isanti, and

WHEREAS, the City of Isanti Economic Development Authority is considering the use of Revenue Bonds to provide Financing for the 60 unit hotel project within the Redevelopment Area and within Economic Development District No.1 in the city of Isanti;

WHEREAS, the City of Isanti City Council has approved the unbudgeted expenditure by the EDA in an amount not to exceed \$16,800;

WHEREAS, the City of Isanti EDA agrees that execution of the attached agreement is necessary to provide financing for the 60 unit Hotel project.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Economic Development Authority of the City of Isanti, Minnesota authorize the following:

- 1) The City of Isanti Economic Development Authority to enter into the attached Municipal Advisory Service Agreement (the "Agreement").
- 2) Payment in an amount not to exceed \$16,800 for the services to be provided in the attached Agreement for services rendered by Northland Securities, Inc.

The following Commissioners were present:

and the following were absent:

The motion for the adoption of the foregoing resolution was introduced by Commissioner Lorinser and was duly seconded by Commissioner Collison and upon vote being taken thereon, the following Commissioners voted in favor thereof:

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted and was signed by the President and Secretary.

Adopted by the Economic Development Authority Board of Commissioners on September 5, 2017.

President George A. Wimmer

Attest:

Sean M. Sullivan
Secretary

**MUNICIPAL ADVISORY SERVICE AGREEMENT
BY AND BETWEEN
THE ECONOMIC DEVELOPMENT AUTHORITY OF THE
THE CITY OF ISANTI, MINNESOTA
AND
NORTHLAND SECURITIES, INC.**

This Agreement made and entered into by and between the Isanti Economic Development Authority (hereinafter "EDA") and Northland Securities, Inc., of Minneapolis, Minnesota (hereinafter "NSI").

WITNESSETH

WHEREAS, the EDA desires to have NSI provide it with advice on the structure, terms, timing and other matters related to the issuance of EDA Project Revenue Bonds for the construction of a hotel (the "Debt") serving in the role of municipal (financial) advisor, and

WHEREAS, NSI is a registered municipal advisor (registration # 866-00082-00), and

WHEREAS, the EDA and NSI are entering into this Agreement to define the municipal advisory relationship at the earliest opportunity related to the Debt, and

WHEREAS, NSI desires to furnish services to the EDA as hereinafter described,

NOW, THEREFORE, it is agreed by and between the parties as follows:

SERVICES TO BE PROVIDED BY NSI

NSI shall provide the EDA with services necessary to analyze structure, set terms and close the Debt as follows:

1. Meet with EDA officials and others as directed to define the scope and the objectives for the Debt.
2. Analyze alternative debt structures and flow of funds.
3. Investigate and consider reasonably feasible financing alternatives.
4. Prepare materials needed to evaluate the material risks, potential benefits, structure and other characteristics of the recommended plan for the Debt, including issue structure, estimated debt service payments, projected revenues, method of issuance, bond rating, sale timing, and call provisions.
5. Coordinate with legal counsel any actions needed to authorize the issuance of the Debt.
6. Attend meetings with staff, EDA Board and City Council as needed and as requested.
7. Provide information to EDA in support of EDA negotiation with purchaser of the Debt.
8. Work with legal counsel to incorporate terms of the Debt into bond resolution, loan agreement, development and other related documents.
9. Assist legal counsel and EDA in closing the Debt.
10. Prepare final finance plan with payment schedule and summary of key terms.

COMPENSATION

For providing these services with respect to the Debt, NSI shall be paid a lump sum of \$16,800. The fee due to NSI shall be payable by the EDA upon the closing of the Debt. It is expressly understood that there is no obligation on the part of the EDA under the terms of this Agreement to issue the Debt. If the Debt is not issued, NSI shall be paid on an hourly basis for services provided at the rate of \$160/hour with the total amount not to exceed \$16,800. NSI will provide the EDA with a statement of work performed as the basis for the compensation.

DISCLAIMER

The scope of this Agreement does not include any analysis of business plans or operating projections for the hotel project. In accepting this Agreement, the EDA acknowledges that it has not directed NSI to provide an opinion of the financial feasibility for the hotel project and accepts responsibility for any due diligence regarding the project and the developer.

SUCCESSORS OR ASSIGNS

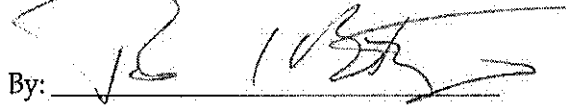
The terms and provisions of this Agreement are binding upon and inure to the benefit of the EDA and NSI and their successors or assigns.

TERM OF THIS AGREEMENT

This Agreement may be terminated by thirty (30) days written notice by either the EDA or NSI and it shall terminate sixty (60) days following the closing date related to the issuance of the Debt.

Dated this 4th day of August, 2017.

Northland Securities, Inc.

By: 

Thomas Bartzen, Executive Vice President

Isanti (Minnesota) Economic Development Authority


By: _____

Its: Board Chairman

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director 

Date: August 31, 2017

Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Staff continues to work with Developer and Financing.

O'Reilly Auto Parts - The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Construction is underway.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, hospitality and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

City Promotional Bag Update: 300 Bags were distributed at the Land O' Lakes National event at Isanti Indoor Arena – Home of Rum River BMX. 300 Bags were distributed at the MYSA State Qualifier July 13-17 and 300 bags were distributed at the State BMX Finals on August 26-27. Staff will evaluate the program.

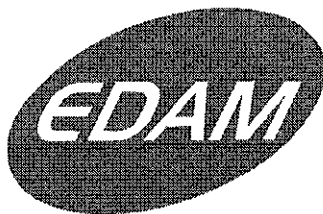
Marketing Materials/ED Intern: Economic Development Director and ED Intern have been working on marketing materials including: the Welcome Brochure, Hwy 65 Retail Brochure, City Promotional Bag Program, Surveys, Business List, City Events and Property Tax information document for Isantian. Most items are in draft form and will be brought back to EDA when appropriate.

EDAM – Staff attended the August 30, 2017 meeting. Attached is the Agenda for August and Minutes from July

GPS 45:93: Attached is the August Agenda and July meeting minutes.

Housing Starts in 2017: As of August 31, 2017 there have been 66 single family housing permits pulled and 2 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), Rockstad and Company Relics and Wares (401 E Dual Blvd NE) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual), Crossfit (801 Hwy 65).



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting**
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
August 30, 17 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#

Agenda

- I. Call to Order – Kienberger
 - a. Check In – Kienberger

- II. Review of Agenda – Kienberger

- III. Consent Agenda – Kienberger
 - a. Approval of Board minutes - July 26 Meeting (In packet)
 - b. Approval of monthly statements (In packet)

- IV. Fall Retreat (TBD) – Discussion

- V. Committee Reports - Action items
 - a. Executive Committee update
 - i. Review Ewald hours (in packet)
 - ii. EDAM Association Management Proposals Discussion
 - iii. Committee assignments
 - b. Member Services
 - i. Membership campaigns and tracking
 - c. Government Relations
 - d. Marketing/Communications
 - i. EDAM awards
 - e. Conference Committee
 - i. Winter conference planning update
 - f. EDAM U
 - i. Webinar updates
 - g. 50th Anniversary Committee Update

- VI. Other Business / Review Action Items

- VII. Adjourn | Next scheduled meeting: September 27, 2017

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting**
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
July 26, 17 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#

Agenda

Present: President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Christy Lewis, Chris Eng, Kim Lindquist, Sean Sullivan. Via telephone: Trisha Rosenfeld, Mark Vaux, and Jeff Rossate.

Absent / Excused: Erik Hansen, Christie Rock-Hantge, Erin Sparks

Staff: Lee Helgen

I. Call to Order – Kienberger

President Kienberger called the meeting to order 10:03 am.

II. Check In – Kienberger

Each of those attending shared a few check in comments.

III. Review of Agenda – Kienberger

President Kienberger reviewed the agenda and asked for any revisions or additions. No changes were requested.

There was a motion to approve the agenda by Sullivan/Lindquist. Motion passed.

IV. Consent Agenda – Kienberger

- a. Approval of Board Minutes - May 2017 Meeting (In packet)
- b. Approval of monthly statements (In packet)

Discussion: The board reviewed total assets tracking sheet and suggested that for future board packets the document could be revised to display the past five years and the baseline year of 2010. Staff was requested adjust the budget to move the MDEF line item from marketing to general administrative budget category for future financial reports. The board asked staff to consider incorporating a board contingency line item when preparing the draft budget for 2018.

There was a motion to pass the consent agenda by Eng/Brown. Motion passed

EDAM's Mission:

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EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

ii. Discuss EDAM Awards

Livgard reviewed the process to revise the EDAM awards and she requested feedback on the committee's work to date. The board generally agreed with the direction outlined by the committee and encouraged the committee to continue moving forward.

e. Conference Committee

i. Review conference survey results

Discussion: Over all there was good attendance with a few snags. The following issues were identified:

- The shared cabin was a concern for some attendees. In the future, there is a need for better communications about room assignment and lodging arrangements.
- The onsite registration process should improved
- Relatively small sample size of respondents.
- Need to work with Grandview
- Boat cruise was good! -- Need a better process for sorting out who gets to go on the boat given the space limitations.
- For scheduled outdoor events, need to have a backup plan in case of rain
- Check on the contract for Next Year. At this point no need to change venues

f. EDAM U

g. 50th Anniversary Committee Update

VII. Review Action Items

VIII. Adjourn | Next scheduled meeting: August 30, 2017

There was a motion to adjourn by Sullivan / Kienberger. Motion Passed.

EDAM's Mission:

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MINUTES

Board of Directors Meeting
 Friday, July 28, 2017
 Kanabec County EDA / Kanabec County Courthouse
 18 North Vine Street, Mora, MN 55051

Call To Order:

Meeting was called to order at 10:10am at the Kanabec County Courthouse, 18 North Vine Street, Mora, MN 55051. The meeting theme was Texas Longhorns, in honor of Dr. Musgrove's upcoming retirement.

Attendance *(in alphabetical order by last name :*

- 1) Richard Baker, Past Chairman
- 2) Jolene Foss, City of Princeton
- 3) Nancy Hoffman, Chisago County HRA-EDA
- 4) Leah Jackson, City of Sandstone
- 5) Becky Lourey, Nemadji Research Corp.
- 6) Dave Minke, Pine County
- 7) Dr. Robert Musgrove, Pine County
- 8) Karl Schuettler, Northspan
- 9) Heidi Steinmetz, Kanabec County EDA
- 10) Sean Sullivan, City of Isanti
- 11) Beth Thorp, City of Mora
- 12) Carla Vita, City of North Branch
- 13) Jeff Wig, Initiative Foundation
- 14) Jordan Zeller, ECRDC

Introductions:

Introductions were provided and an attendance sheet was sent around the room.

Approval of Minutes:

Motion by Sullivan, second by Musgrove, to approve minutes of June 23, 2017. Motion carried.

Treasurer's Report – Nancy Hoffman:

Nancy referred to the report provided in the meeting packet. Motion by Zeller, second by Sullivan, to approve the financial report as presented. Motion carried.

Chair Report – Nancy Hoffman:

- a) GPS 45:93 Website – Nancy thanked Karl Schuettler for the website work.
- b) Form 990 – Keith (accountant) is working on this.
- c) Annual Meeting Sept. 22 – A workforce theme is confirmed. The Workforce Development Board could be invited to the annual meeting.
- d) East Central Regional Arts Council – Arts Council brochures and Grantee Art Show posters were distributed.

Consultant Report – Karl Schuettler:

Karl reported that the sites and building webpages connect to LOIS. It would be good to add a utility rate page for each community. Richard Baker suggested that we better utilize GPS's Facebook and Twitter pages. Nancy Hoffman mentioned that perhaps posting video links would bring more attention to GPS.

Guest Speaker – Jeff Wig, Initiative Foundation:

Jeff Wig gave a presentation on the Initiative Foundation's Neighborhood Development Center (NDC) Pilot Program and provided the group with handouts, including stats, about the program. NDC is a non-profit, community developer financial institution that believes that residents of low-income, inner-city neighborhoods have the entrepreneurial talent and energy to revitalize their communities. Becky Lourey stated that the Workforce Investment Board should also receive information about this program.

Community Updates:

Jordan Zeller provided numerous relevant updates to the group, including a recap of the June MN Marketing Partnership meeting in Nisswa, the FAM Tour dates of Sept. 13-14 and the ECRDC's Economic Developers meeting on Sept. 15 at the ECRDC office in Mora.

Committee Reports:

- a) Broadband: Nancy Hoffman recapped the presentation she, Dr. Musgrove and Doyle Jelsing gave on behalf of GPS at a recent seminar. Nancy Hoffman asked the group if they wanted to host a broadband summit. The consensus was to consider hosting a summit for broadband providers.
- b) Economic Gardening: The only official participant thus far is a Pine County business.
- c) Workforce: Info is needed from members (one manufacturer per County) for Manufacturing Month in October. Sean Sullivan asked for a template, so that all information provided is consistent. "Construct Tomorrow" is Feb. 22, 2018. The next job fair is Apr. 3, 2018.
- d) Marketing (Shovel Ready Sites): Members should provide updated info for the FAM Tour to Andrew Mack.

Action Items:

- 1) The group needs to prepare for the FAM tour.
- 2) Members with Shovel Ready sites need to provide updated materials to Andrew Mack.
- 3) The group needs to decide whether to sponsor the welding trailer.

Meeting Adjournment:

The meeting was adjourned at approximately noon.



Board of Directors Meeting
Lakes & Pines CAC
1700 East Maple Street, Mora MN 55051
Friday, August 25, 2017 10:00 a.m. - 12:00 p.m.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
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Welcome

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) July 28, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of August (August 15, 2017)
- b.) Approval of 990
- c.) RFP for accounting services

Introduction of Workforce Strategy Consultant Position and Goals - Della Ludwig

Chair Report – Rebecca Perrotti

Consultant Report – Karl Schuettler

Admin Consultant Update - Becky Schueller

GPS Communication Planning Presentation and Group Discussion - Karl Schuettler

Committee Reports

- a.) Broadband - Nancy Hoffman & Bill Coleman
- b.) Marketing
- c.) Workforce
- d.) FAM Tour
- e.) Economic Gardening - local updates

Other Business & Informational Links (These items are not printed as part of the agenda packet)

- a.) DEED Business Development Competitive Grant - Dr. Musgrove
- b.) Pine Technical & Community College ~ Mobile Welding Lab Fundraiser
- c.) Experiential Learning Survey from CMJTS & Workforce Development Board (new link)
<https://www.surveymonkey.com/r/K5Y53RG>
- d.) Labor Market Info Presentation ~ Central MN Job Vacancies
- e.) International Economic Development Conference - Mora, MN - February 8, 2018
- f.) Construct Tomorrow - Hinckley Convention Center - February 22, 2018
- g.) East Central Minnesota Career Fair - Cambridge Armed Forces Reserve Center – Tuesday, April 17, 2018

Member Updates

Next Board Meeting: October 27, 2017 at Nemadji Research Corporation, Bruno, MN

Annual Meeting: Will take the place of the September meeting.



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of September 5, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. Consider Recommendation for Submittal of 2017 Comprehensive Economic Development Strategy (CEDs) Resolution to East Central Regional Development Commission (ECRDC)
5. Other Business / Updates / Communications
 - a. Business Prospects
 - b. Marketing Materials
 - c. EDAM
 - d. GPS 45:93
 - e. Financial Resource Summit – ECRDC
 - f. 2017 Minnesota Manufacturing Week
 - g. Housing Starts in 2017
 - h. Business Arrivals and Departures in Isanti 2017
6. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
September 5, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by President Wimmer at 7:35 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer, Tara Hallberg and Steve Lundeen

Commissioners Absent: None

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

Motion by Collison, Second by Lorinser to add Item 7. Authorization to Direct City Attorney to Make Formal Written Information Request to Isanti County for all Documents Relating to Gas Station Abatement at Corner of State Hwy 65 and Main St in Cambridge, MN (Main and 65 LLC). Other Business/ Updates / Communication to be renumbered 8. And Adjournment to be renumbered as 9 and adopt the amended Agenda. Motion passed unanimously.

2. Approve Minutes of August 2, 2017 Regular Economic Development Meeting

Motion by Bergley second by Lundeen to approve the minutes as presented for July 5, 2017. Motion carried unanimously.

3. Public Hearing: Consider Resolution Establishing Economic Development District No. 1

Economic Development Director Sullivan highlighted the staff memo highlighting the reasons for establishing an Economic Development District in the City of Isanti. This action is part of a legal process to allow the EDA to use full power under both the EDA ad HRA Statutes. The 60 unit Best Western Plus Hotel project will be located within the proposed Economic Development District No. 1 as outlined within the attached resolution. This action is a required step to allow the use of Revenue Bonds if needed for project financing. It also identifies a specific geographic area for the project area.

President Wimmer opened the public hearing.

No public comment was received.

President Wimmer closed the public hearing

Motion by Lundeen, second by Bergley to Adopt EDA Resolution 2017-3 Establishing Economic Development District No. 1. Motion passed unanimously.

4. Public Hearing: Consider Granting of a Business Subsidy to Isanti Hotel Partners, LLC

Economic Development Director Sullivan highlighted the staff memo highlighting President Wimmer and Economic Development Director Sullivan work with the Developer, Legal Counsel, Financial Advisors and a Financial Institution to put together a hotel deal in Isanti. One method of financing for the project involves the issuance of Revenue Bonds by the EDA. The EDA is proposing to issue revenue bonds in an amount not to exceed \$2,100,000 and loan the net proceeds of the bonds to Isanti Hotel Partners, LLC for the construction of a hotel. This proposed action is considered a business subsidy and requires a public hearing.

President Wimmer noted that if this financing is utilized it would simply be a pass through loan that would result in the Developer making payment directly to the bank. He said the payment structure was similar to the Industrial Revenue Bond that were issued for the Ice Arena in Isanti.

President Wimmer opened the public hearing.

Garen Engquist, 16 Nina Court SW, Isanti MN 55040 provided public comment. Mr. Engquist asked for clarification on the Tax Abatement and proposed issuance of Revenue Bonds.

President Wimmer explained that the City would be reimbursing City of Isanti taxes paid by the developer according the following schedule: 2020-50%, 2021-50%, 2022-50%, 2023- 50%, 2024-50%, 2025-40%, 2026-30%, 2027-20%, 2028-10%. If the EDA utilize Revenue Bonds the Developer is essentially borrowing the money in the name of the EDA/City. The Developer is responsible for guaranteeing that the debt gets paid and makes the payment to the bank. The EDA/City is not giving this money to the developer, it's a pass through loan.

Mr. Enquist thanked President Wimmer for the explanation

President Wimmer asked if there was any additional public comment.

No additional public comment was received.

President Wimmer closed the public hearing.

No action was taken on this item at this time.

5. Consider Adoption of EDA Resolution 2017-4 Approving Redevelopment Project Area and Redevelopment Plan

Economic Development Director Sullivan highlighted the staff memo. The City Development Team has been actively negotiating with Isanti Hotel Partners, LLC to bring a 60 unit Best Western Plus Hotel

to the City of Isanti. Part of this process involves defining a planned area of redevelopment centered around the Hotel project. This project is critical for the growth of Isanti and the redevelopment of parcels in this immediate area. The attached Redevelopment Plan and Area attached to the resolution that is required to be adopted by the City of Isanti EDA.

Motion by Lorinser, second by Collison to Adopt EDA Resolution 2017-4 Approving Redevelopment Project Area and Redevelopment Plan. Motion passed unanimously.

6. Consider Adoption of Resolution 2017-5 Authorizing the Funding and Execution of the Municipal Advisory Service Agreement between the City of Isanti EDA and Northland Securities, Inc.

Motion by Lorinser, second by Bergley to Adopt EDA Resolution 2017-5 Authorizing the Funding and Execution of the Municipal Advisory Service Agreement between the City of Isanti EDA and Northland Securities, Inc. Motion passed unanimously.

7. Authorization to City Attorney to Make Formal Written Information Request to Isanti County for all Documents Relating to Gas Station Abatement at Corner of State Hwy 65 and Main St in Cambridge, MN (Main and 65 LLC)

President Wimmer asked the EDA for action to direct City Attorney Joslin to formally make written request for all documents and public information in regards to the Cambridge.

Motion by Bergley, second by Collison to Authorize City Attorney to Make Formal Written Information Request to Isanti County for all Documents Relating to Gas Station Abatement at Corner of State Hwy 65 and Main St in Cambridge, MN (Main and 65 LLC). Motion carried unanimously.

8. Other Business / Updates

Economic Development Director Sullivan thanked Economic Development Intern Gilyard for his efforts during his internship.

President Wimmer also expressed the fact the he did whatever asked of him and the work product was great.

Sullivan stated 67 single housing permits have been pulled and 1 more is waiting to be picked up. This is well ahead of the pace set last year.

Commissioner Lorinser asked where we were at this time last year.

Sullivan didn't know of hand but stated he would forward that information out to the EDA.

- a. Business Prospects
- b. City Promotional Bag Update
- c. Marketing Materials
- d. EDAM – Summer Conference
- e. GPS 45:93

- f. Housing Starts in 2017
- g. Business Arrivals and Departures in Isanti 2017

9. Adjournment

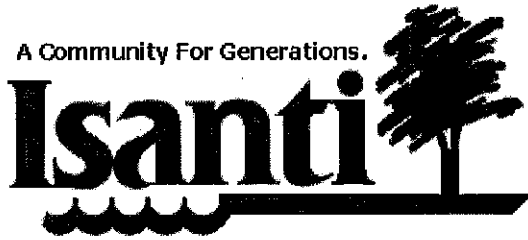
Lundeen motioned, seconded by Bergley to adjourn at 7:47pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 5th day of September, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director
Date: October 3, 2017
Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan have been working with the Developer, Legal Counsel, Financial Advisors and a Financial Institutions to put together a hotel deal in Isanti. The project is a Best Western Plus - 60 unit Hotel. President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Under the current proposal the Isanti EDA will not play a role in the financing of the project.

Action Requested:

Based on Discussion

Attachments:

None



Request for EDA Direction

To: Isanti Economic Development Authority

From: Sean M. Sullivan, Economic Development Director

Date: October 3, 2017

Subject: **Consider Recommendation for Submittal of 2017 Comprehensive Economic Development Strategy (CEDS) Resolution to East Central Regional Development Commission (ECRDC)**

Background:

Please find the 2017 CEDS Survey Update completed by City Staff. Updates were made to the demographic information and narratives. The projects identified for the 2017 CEDS include: 1) Rail Served Industrial Park, 2) Downtown Redevelopment, 3) Mechanized Sewer Treatment Plant Upgrade and 4) Hotel/Redevelopment Plan. The purpose of the CEDS Survey is to identify Economic Development priorities that could qualify for EDA funding and it also serves as an internal planning document. If there are additional projects that the EDA feels should be added, or order changed, Staff would welcome suggestions. The survey needs to be returned to the ECRDC by October 20, 2017 so Final approval would need to take place at the October 17, 2017 City Council Meeting.

City of Isanti EDA Recommendation:

Motion to recommend to the City Council the submittal of attached 2017 CEDS document.

Attachments:

- 1) 2017 CEDS Document and cover letter



East Central

Regional
Development
Commission

100 Park Street South
Mora, MN 55051

(320) 679-4065
FAX: (320) 679-4120
e-mail: ecrdc@ecrdc.org
www.region7Erdc.org

September 19, 2017

**RE: Survey for Comprehensive Economic Development Strategy
(CEDS)**

Dear Local Unit of Government Official:

The East Central Regional Development Commission is currently updating the regional Comprehensive Economic Development Strategy (CEDS). The Economic Development Administration (EDA) requires this update each year to continue our status as an approved Economic Development District (EDD).

Your participation in the enclosed survey is extremely important to your community's future and the future of this region. The purpose is to identify economic development projects in the region that may be eligible for federal funding from the EDA. Projects demonstrating a broader regional impact tend to compete better for federal EDA funds. They must, however, be included in the CEDS in order to be considered.

This CEDS survey is part of a planning process designed to benefit all in our region. The information that you provide will be compiled with information from other communities and submitted to the EDA where it will be used to evaluate the "need" of our region, as well as provide a listing of projects that could potentially be eligible for EDA funding.

Please complete the survey and return it in the provided envelope by Friday, October 20, 2017. Thank for your cooperation. Please do not hesitate to call either Jordan Zeller or myself at (320) 679-4065 if you have any questions.

Yours very truly,

Robert L. Voss
Executive Director

Enclosures

*Provider of
technical planning
assistance to units
of government in
East Central
Minnesota*

East Central Regional Development Commission
100 Park Street South
Mora, MN 55051

Comprehensive Economic Development Strategy (CEDS) Survey

Name of agency or unit of government: City of Isanti

Address: 110 First Avenue NW, PO Box 428, Isanti, MN 55040-0428

Telephone: 763.444.5512

Fax: 763.444.5560

Contact person: Sean Sullivan, Economic Development Director

Email: ssullivan@cityofisanti.us

Website: www.cityofisanti.us

Person completing survey: Sean Sullivan, Economic Development Director

I. Project Description:

Please provide a description of each of your projects prioritized below, with Project 1 being the highest priority project, and Project 5 being lowest. Please be as specific as you can with your description, including how projects will benefit your community, the region, labor force, etc. Please also include who the major beneficiaries of the project are, the estimated cost, where you are at in the planning process, and any other information you would deem beneficial when advocating for the project.

Project 1:

City of Isanti Rail Served Industrial Park/Rail Siding/Spur

The City of Isanti began its work on developing a rail served industrial park in 2006. The City of Isanti and the City of Cambridge discussed a joint rail park between the two communities and funded a consultant to advise the communities on rail locations. The study was completed and passed on to Isanti County. Isanti County contracted consultants Janna King and Michelle Keller to assist with identifying locations of a potential rail park within Isanti County. Based on initial consultations with King and Keller, it was determined that an industry expert be hired to conduct a formal feasibility / market study. The City of Isanti site was one of the three sites identified. Charles McSwain Consulting was contracted by Isanti County to further research the feasibility of rail sites within Isanti County. The results of the research identified the site in the City of Isanti as the most financially feasible site in Isanti County. Current market conditions don't warrant the construction of the site in preparation of imminent development; however, the

improving economic conditions may eventually drive its construction. In the event a catalyst project was to come forth, incremental development of the park would be economically viable. The main costs associated with the Rail Industrial Park are the switches, siding, and spurs necessary.

Ever Cat Fuels constructed a bio-diesel manufacturing plant within Isanti and desires to have the ability to receive and ship its products by rail in the future. This project was opened in 2008 and serves as a model for bio-diesel fuel production in the country. Ever Cat Fuels would be a beneficiary of the rail served industrial park and may contribute financially to its development. A regional industrial rail park has the potential to bring in new businesses, industry, and well-paying jobs to the City of Isanti, which would benefit the entire region.

A rail served industrial park will assist businesses with costs associated with shipping and receiving via rail. The impact of a rail served industrial park is believed to extend beyond the Region 7E boundaries as businesses in adjoining counties use the spur to decrease their shipping costs.

The City of Isanti owns the 137 acre parcel proposed for the rail served industrial park. There is the potential for acquisition of adjacent land to expand the proposed rail served industrial park site. BNSF has confirmed that the proposed site in the City of Isanti is large enough for a rail siding and the preliminary design has been approved by BNSF. The City Engineer has developed preliminary design concepts for the park and associated infrastructure. More work needs to be completed and these concepts need to be further refined and developed to achieve maximum efficiency. The City is seeking funding for engineering and environmental studies of the park, spur, rail switches, rail lines and interior roads to access the park.

Isanti City and County residents have long commute times to their jobs outside of the community. According to the US Census, the average Isanti commute is 33.2 minutes, which is 10 minutes longer than the average commute in Minnesota. Many workers from Isanti are commuting farther in order to find well-paying jobs to support their families. The time and cost of the commute takes away from the family and the community. Reducing commute times and creating well-paying jobs within the City of Isanti and Isanti County is important to the strength of the region. The rails served industrial park would greatly assist with job development in the City of Isanti and Isanti County.

Project 2:

City of Isanti Downtown Redevelopment.

A successful historic downtown is important to the success of the entire City of Isanti. The City has upgraded Main Street with new pavement, infrastructure, lighting and banners. The Isanti City Hall was constructed in Historic Downtown Isanti as a way to energize the area and to provide some connectivity to other commercial development on Heritage Boulevard (CSAH 5). There is still redevelopment work to be done including the revitalization of existing buildings, and redevelopment of underutilized properties.

Main Street was the signature place to shop and have a business. The intent is to keep this area viable as a successful business district. The City has explored senior housing, market rate

housing, and business expansions and relocations to spur downtown growth and redevelopment. In 2012, the City of Isanti partnered with the private sector to construct a downtown directional sign to help generate commerce and the sign has been updated in 2016 to reflect changes businesses downtown. In 2016, there was only one vacant buildings (Former Chamber office), on historic Main Street. The City acquired 100 Dahlin Avenue NE, razed the structure, prepped the lot and is marketing that property for development.

The City has incorporated a Transit Multi-Modal Facility into the comprehensive plan and is noted as an important tool for the growth of the downtown and to assist our citizens in their daily long commutes to their jobs. Passenger rail, light rail, commuter rail and park & ride facilities have been a focus of discussion in Isanti County. The City of Isanti supports a rail stop within our community but understands that station locations are limited. It was determined that Isanti could support a commuter bus. To begin bus service the annual cost would be approximately \$50,000 based on estimated ridership.

In 2013, the City of Isanti re-established a number of events and meetings to get more focus and involvement in historical downtown Isanti and they continue to be successful. The City EDA opened and operated a successful Farmer's Market at Eagle Park in downtown Isanti in 2013 and hosted two street dances. The City now has three street dances annually as they have proven to be very popular and great community building events. A full time Park and Events Coordinator position was created in 2014 to manage these events and to staff the Park and Recreation and Culture Board activities. Area businesses and City Officials plan to meet to discuss issues pertinent to downtown Isanti and the community as a whole. The Isanti and Cambridge Area Chambers of Commerce have merged and the organization now is called the North 65 Chamber of Commerce. The office is located at 2 Enterprise Avenue NE in the City of Isanti.

The City, East Central Regional Library System, and the Friends of the Library have combined resources and opened a "Library Outreach Stop" at Isanti City Hall, as a step to providing local library services. This serves as another key draw to the downtown and City Hall.

Project 3:

Mechanized Sewer Treatment Plant Upgrade

The City of Isanti is a young and vibrant community with a 2017 population estimated to be 5,873 according to State Demographer information from 2017 and recent housing permits pulled. Over the past 3 years the City has seen 184 single family housing permits pulled. The average age of City of Isanti residents is 30.8 years and the median household income is \$58,431. Isanti is also home to over 177 businesses and 1,857 employees. The City owns 24 Minnesota Shovel Ready Certified acres (4 lots) in the Isanti Industrial Complex Industrial Park and has an additional 137 acres of land set aside for more industrial development (Rail Served Industrial Park) and 32 developable acres just north of the existing industrial park. Prior to the Great Recession, Isanti County was the second fastest growing county in the nation based on growth percentage and the increase of housing starts is promising. Single family housing starts for the following years 2015-41, 2016-63 and 2017-80 (as of end of September 2017) show this positive trend. Currently there are 162 platted single family residential lots and 107 multi-family residential lots ready for development.

Although it cannot be assumed Isanti will grow at the levels it did during the mid-2000's it a fairly safe assumption that it will continue to grow at a fairly rapid rate. As of September 26, 2017 there were 269 platted lots (162-SFR, 107 Multi-Family) with infrastructure in place ready for immediate development. In order to keep up with future capacity and more stringent state environmental standards relating to water quality and additional nutrient removal, the City plans to make facility upgrades to make the current sewer treatment plant a fully mechanical facility within seven years. The capacity of the current system is 657,000 gallons per day. The estimated capacity of the new system is 850,000 plus gallons per day and will be constructed with a projected growth period of 20 years. Although the need is not immediate, it is imminent. Planning for the construction and identifying potential funding for this structure that will not overburden the taxpayer is important. Preliminary project estimates for the new plant are \$15 million dollars, which includes reuse equipment the City already owns. In order to continue to grow smartly, maintain its place as a center of commerce, serve as a regional center for events, and be a great place for people to live, a new Mechanical Sewer Treatment Plant will need to be constructed.

Project 4:

Hotel / Redevelopment Plan.

The City of Isanti is home to many annual events and sport teams. Isanti Jubilee / PRCA Pro Rodeo, Isanti Indoor Arena – Home of Rum River BMX, David C Johnson Civic Arena, the Isanti Soccer Complex, and the Minnesota State Soccer Cup have brought several people to the City of Isanti in past years. A 75,000 square foot indoor BMX Arena, name Isanti Indoor Arena – Home of Rum River BMX was constructed in 2015 and has been hugely successful bringing 80,000 participants/spectators to the City of Isanti annually. The indoor BMX arena is the only project of its kind in the nation and is a bona-fide draw regionally and nationally. Financing for this project was done through City issued Tax Abatement bonds and participation by the Initiative Foundation. The City has entered into a 40 year lease with the Rum River BMX Association to operate the number one rated track in the United States. Based on these demand generators, their impact, and the fact that the closest, hotel to Isanti is located in Cambridge, a regional hotel market study was warranted and completed in 2016.

The conclusions of the feasibility/market study conducted by IDM in 2016 indicated a strong market demand for 80 hotel rooms in this market area. City Officials have been working on a 60 unit Best Western Hotel with an indoor pool concept that would allow visitors to city attractions/events to stay and shop in Isanti and provide a venue for city residents to utilize. Estimated project costs for the 60 unit building are \$6.2 Million dollars. This would also allow for the Civic Ice Irena, Isanti Soccer Complex, Isanti Indoor Arena – Home of Rum River BMX and other athletic facilities to hold more tournaments and events which would also increase commerce within the region.

Isanti is home to Evercat Fuels which is a cutting edge biodiesel pilot plant used to demonstrate the environmentally friendly process used to manufacture biodiesel. This facility employs nearly thirty employees and provides living wage jobs. Many out of town visitors come to see this pilot plant to learn about the processes involved with a new renewable energy source. Currently these visitors are forced to stay out of town or make a "day-trip" to Minnesota to visit Evercat. There are many other flourishing businesses including Advanced Telemetry Systems,

ISD 911, SnoBear USA, Coborn's, Allina Health and Metal Coatings and Manufacturing that also help generate local demand for a hotel. Locating a hotel in Isanti, or this region, would help bring more jobs, commerce, investment, and modern amenities to Isanti County.

The City is considering the Hotel as a catalyst economic development/redevelopment project that will result in spin-off development opportunities in the immediate area. The acquisition of tax identification number 16.029.0101, the vacation of Penny Lane, the future construction of Richard Street from Broadway to Main Street and the extension of 5th Avenue NE to Main Street is all part of the Redevelopment Plan adopted by the EDA and the City Council in September of 2017. Reconfiguration of the existing street grid is necessary to facilitate development and redevelopment in this targeted area. The redevelopment of this area will build synergy with the existing historic downtown highlighted in Project two above.

II. Based on the projects you listed, please answer the following project benefits: (place a check for primary project benefits)

Project No.	#1	#2	#3	#4
Job Creation	X	X	X	X
Job Retention		X		
Livable Wages	X	X		X
Public Facilities	X		X	
Housing		X	X	
Social / Recreational		X	X	X
Downtown Revitalization / Renovation		X		
Other	X	X		X

If other, please explain:

Rail: Diversification of industrial businesses.

Transportation alternative for industrial businesses to transport materials and goods to and from their location.

Downtown: Redevelopment of our downtown to bring additional business and services to our community.

Economic Growth Corridor for possible commuter rail / light rail / passenger rail / park & ride depot location.

Hotel: Synergy between sporting venues and the Isanti Indoor Arena – Home of Rum River BMX will increase exposure for the City of Isanti and increase commerce.

III. Population to Benefit:

Project No.	#1	#2	#3	#4
City	5,614	5,614 ^b	5,614 ^b	5,614 ^b

County	39,009	39,009 ^b	5,614 ^b	39,009 ^b
Region 7E	164,343 ^a	39,009 ^b	5,614 ^b	39,009 ^b

a: MN DEED Census 2016 Luke Greiner <https://apps.deed.state.mn.us/lmi/rws/Results.aspx>

b: Population - Source Minnesota State Demographer July 2017, City of Isanti Population – 5,614, City of Cambridge – 8,749 and township populations for Athens – 2,168; Bradford – 3,403; Braham – 1,799; Dalbo TWP – 767, Maple Ridge TWP – 779; Cambridge TWP – 2,381; Isanti TWP – 2,234; North Branch TWP – 1,830; Oxford – 911; Spencer Brook – 1,609; Springvale – 1,487; Stanford – 2,281 and Wyanett – 1734, Isanti County population 39,009

IV. Characteristics of Population to Benefit:

Project No.	#1	#2	#3	#4
Unemployment	4.1% ^a	4.0% ^a	4.0% ^a	4.0% ^a
Low/Mod Income (family)	3,727 ^c	3,727 ^c	3,727 ^c	3,737 ^c
Elderly (60 plus yrs)	8,508 ^d	8,508 ^d	8,508 ^d	8,508 ^d
Youth (0-24 yrs)	12,276 ^d	12,276 ^d	12,276 ^d	12,276 ^d
Entire Community	164,343 ^c	39,009 ^b	5,497 ^b	39,009 ^b

Other

If other, please explain: _____

a: MN DEED Isanti County August 2017 <https://mn.gov/deed/data/data-tools/laus/>

b: Population - Source Minnesota State Demographer July 2017, City of Isanti Population – 5,614, City of Cambridge – 8,749 and township populations for Athens – 2,168; Bradford – 3,403; Braham – 1,799; Dalbo TWP – 767, Maple Ridge TWP – 779; Cambridge TWP – 2,381; Isanti TWP – 2,234; North Branch TWP – 1,830; Oxford – 911; Spencer Brook – 1,609; Springvale – 1,487; Stanford – 2,281 and Wyanett – 1734, Isanti County population 39,009

c: MN DEED 2016 Census Luke Greiner – Low/Mod 80% median fam.

d: 2016 American Community Survey - US Census Fact Finder Isanti County

<http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

V. Job Retention:

Project No.	#1	#2	#3	#4
1-5 jobs			X	
6-10 jobs				X
11-20 jobs		X		
More than 20 jobs				

VI. Job Creation:

Project No.	#1	#3	#4	#5
1-5 jobs			X	

6-10 jobs		
11-20 jobs	X	X
21-49 jobs		
More than 50 jobs	X	

VII. Project Readiness (planned start date):

Project No.	#1	#2	#3	#4
Within 1 year		X		X
Within 2 years				
Within 3 years (or more)	X		X	

Note: That with a rail industrial park, actual construction could not begin until all applicable environmental studies have been completed. The above schedule assumes that an EIS would be needed in order to begin. If a catalyst project committed to the City of Isanti the project could commence in shortly over 1 year.

Anticipated timing for the need to upgrade to fully mechanized sewer treatment facility is 7 years but capacity issues could move that up sooner.

VIII. Anticipated Financing Sources (check all that apply)

Project No.	#1	#2	#3	#4	
Economic Development Administration (EDA)	X	X	X	X	
Essential Function Bonds					
General Obligation Infrastructure Bonds			X		
Revenue Bonds	X				
MN Housing Finance Agency		X			
Housing		X			
Pollution Control Agency	X				
State Public Facilities Authority			X		
Tax Increment Financing	X	X			
USDA/Rural Development	X	X	X	X	
None Considered					
Other	X	X	X	X	X

If other, please explain:

Rail: County of Isanti, Tax Abatement, Department of Transportation, BDPI

Downtown: Tax Abatement, City of Isanti Revolving Loan Fund

Hotel: Tax Abatement, City Financing

IX. Community Tools

Who are your community's go-to persons for economic development/business rapid response?

- 1) Economic Development Director Sean Sullivan
Phone: 763.444.5512 Ext. 111, ssullivan@cityofisanti.us
- 2) Don Lorsung, City Administrator
Phone: 763.444.5512 Ext. 117, dlorsung@cityofisanti.us
- 3) Development Advisory Committee (Current Members – Annual Appointment)

Mayor George Wimmer
Phone: 763.442.8749, George@GeorgeWimmer.com

Councilmember Ross Lorinser
Phone: 763.587.3841, ross.lorinser@gmail.com

Industrial Parks

Name of industrial park and location:

Centennial Industrial Park. North side of the City of Isanti. East of the BNSF railroad tracks. West of TH 65. South of Cajima St (road in Isanti).

Size of industrial park: 62.00 acres approximate buildable

Acres available in industrial park: 24.00 acres approximate buildable

Asking price for industrial park land (per acre): \$1 (if they meet City requirements)

Infrastructure in place at industrial park (please check all that apply):

Roads:	<input checked="" type="checkbox"/>	Water:	<input checked="" type="checkbox"/>	Sewer:	<input checked="" type="checkbox"/>
Storm Sewer:	<input checked="" type="checkbox"/>	Telecom:	<input checked="" type="checkbox"/>	Fiber Optics:	<input checked="" type="checkbox"/>

Are there any plans for expansion of the existing industrial park or create a new industrial park?

Yes: No:

Please explain: A rail served industrial park, which would expand our current industrial park, is the City's number one CEDS request and the parcel is 137 acres north of City Public Services

Campus. In addition, there are 32 acres adjacent and to the north of the existing industrial park that could serve for expansion of the existing park. There is no timetable for either project.

Total daily water capacity: 1,584,000 gallons. Available daily water capacity: 1,584,000 gallons

Total daily sewer capacity: 576,000 gallons. Available daily sewer capacity: 576,000 gallons

Loan Funds

City Revolving Loan Fund – Yes

Asset Base - \$89,017 Available October 2017

Source – City Funds and State MIF Loan Repayment (20%)

Average Loan Size - \$22,000

X. Other Information Requested:

What do you believe is the greatest obstacle to the Economic Development of the community or area served by your organization?

Rank from 1 to 5 with 1 being the greatest obstacle.

Adequate housing	_____
Inadequate Infrastructure	_____
Inadequately trained labor force	<u> 2 </u>
Inadequacy of broadband internet	_____
Lack of agency staff	_____
Lack of capital	<u> 1 </u>
Lack of equity funding resources	<u> 2 </u>
Lack of development plan	_____
Lack of labor force	<u> 4 </u>
Lack of sites for development	_____
Lack of transportation	<u> 3 </u>
Other	<u> 5 </u>

If other, please explain: The foreclosure crisis and uncertainty for costs for transportation, energy and goods and services. Isanti has fully recovered from the foreclosure crisis of 2009-2013.


However, there are still some reservations as to re-investing in Isanti as many past investors were hurt financially by the sudden decline in economic activity in Isanti due to the Great Recession. Fuel costs have been trending lower, but historically they have been rather volatile. Gas prices are averaging \$2.39 in the area now but the days of \$4.00 gas are not out of recent memories for people and businesses looking to move to Isanti. Until we have some stability for an extended

period of time there will be reservations by potential investors in Isanti. In addition, the cost of construction of new buildings far exceeds the price of acquiring existing buildings. Vacant Building inventory continues to decline in Isanti and regionally but this serves as a barrier to new building construction in the industrial sector.

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director 

Date: September 28, 2017

Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Staff continues to work with Developer and Financing.

O'Reilly Auto Parts - The project consists of a 7,453 square foot building on the lot south of Coborn's Marketplace. Construction is nearly complete and the store is anticipated to open on October 14, 2017.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

Marketing Materials: Economic Development Director and ED Intern have been working on marketing materials including: the Welcome Brochure, Hwy 65 Retail Brochure, City Promotional Bag Program, Surveys, and Business List. Most items are in draft form and will be brought back to EDA when appropriate.

EDAM -Attached is the Agenda for September and Minutes from August.

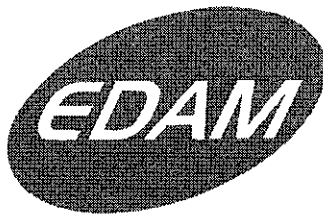
GPS 45:93: The Annual meeting will be held on October 11th. There was not a September GPS 45:93 meeting due to the Financial Resource Summit being held on September 27, 2017.

Financial Resource Summit - ECRDC: Staff attended the Financial Resource Summit held on September 27, 2017. Attached is the Agenda.

Minnesota Manufacturing Week October 1-7: City Staff and officials will be meeting with Isanti businesses the week of October 2nd. Staff will conduct a brief survey and listen to businesses and their concerns. Attached is the Mayors Proclamation.

Housing Starts in 2017: As of September 28, 2017 there have been 75 single family housing permits pulled and 5 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), KAS Bodywork (2 Enterprise) Rockstad and Company Relics and Wares – October TBD (401 E Dual Blvd NE) O'Reilly Auto Parts – Week of 10/14 (101 6th Avenue NE) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual), Crossfit (801 Hwy 65).



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Conference Room
September 27, 2017 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Agenda

- I. Call to Order – Kienberger
 - a. Check In – Kienberger
 - b. Review of Agenda – Kienberger

- II. Consent Agenda – Kienberger
 - a. Approval of Board minutes (In packet)
 - b. Approval of monthly financial statements (In packet)

- III. Fall Retreat (TBD) – Discussion

- IV. Transition Planning (Transition Meeting 9/28/2017)

- V. Committee Reports - Action Items
 - a. Executive Committee update
 - i. Review Ewald hours (in packet)
 - ii. Government Relations Contract – Discussion
 - iii. Budget planning – Discussion
 - iv. Request from MNEDF for \$5000
 - v. Board Elections / Nominations
 - b. Member Services
 - i. Membership renewal campaign
 - c. Government Relations
 - d. Marketing/Communications
 - i. EDAM awards
 - e. Conference Committee
 - i. Winter conference planning update
 - f. EDAM U
 - i. Webinar updates
 - g. Past Presidents Events

- VI. Other Business / Review Action Items

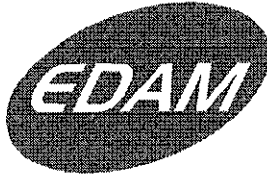
- VII. Adjourn | Next scheduled meeting: October 25, 2017

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Executive Director Center - Conference Room
August 30, 2017 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Agenda

- I. Call to Order – Kienberger
Members present - President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Christy Lewis, Chris Eng, Kim Lindquist, Erin Sparks, Sean Sullivan. Via telephone Trisha Rosenfeld, Past President Christie Rock-Hantge.

Members absent – Mark Vaux, Jeff Rossate, Erik Hansen
 - a. Check in – Kienberger

- II. Review of Agenda – Kienberger
There was a motion and second (Sullivan/Eng) to approve the agenda as presented. The motion passed.

- III. Consent Agenda – Kienberger
 - a. Approval of Board Minutes - July 2017 Meeting – Motion and second (Sullivan/Lindquist)
 - b. Approval of monthly statements – Motion and second (Sullivan/Rosenfeld) Motions passed.

- IV. Fall Retreat (TBD)

Discussion tabled pending decision of association management services.

Board discussed scheduling a strategic planning retreat following an update on the association management company transition timeline. To be discussed at September meeting.

- V. Committee Reports - Action Items
 - a. Executive Committee update
 - i. EDAM Association Management Proposals
 1. Board discussed association management services with a summary and recommendation provided by the RFP subcommittee. A motion and second (Sullivan/Rosenfeld) was made to transition association management services to The Harrington Company, and have the Executive Committee coordinate the

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transition with the appropriate financial resources. Motion passed 10-0 via roll call vote.

ii. Committee Assignments

1. President Kienberger presented the following slate of committee appointments (chair/vice-chair) for approval:

- Marketing & Communications (Valerie Brennan/Morgan Hill)
- Government Relations (Chris Eng/Judy Johnson)
- EDAM U (Erik Hansen/Ryan Garcia)
- Conferences (Eric Maas/Rick Howden)
- Member Services (Tim Johnson/Erin Sparks)

i. Motion and second (Barnett-Livgard/Eng) made to approve the committee chairs and vice-chairs as presented. Motion passed.

b. Member Services

c. Government Relations – There will be a session recap coming out soon.

d. Marketing/Communications

e. Conference Committee

VI. Other Business/Review Action Items

a. ReScape Awards – request from MN Brownfields for sponsorship as budgeted (\$500).

VII. Adjourn (Eng/Barnett-Livgard) | Next scheduled meeting: September 27, 2017

Respectfully submitted,

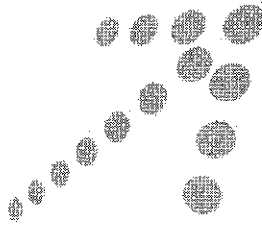
Adam Kienberger

EDAM's Mission:

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EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

5.d.

GPS 45:93
YOUR POINT OF OPPORTUNITY.

When

Wednesday, October 11, 2017
from 8:30 AM to 1:00 PM CDT
[Add to Calendar](#)

Where

Lakes Region EMS
40245 Fletcher Avenue
North Branch, MN 55069



[Driving Directions](#)

Greetings!

You're invited to join GPS 45:93 for this year's Annual Meeting.

The GPS 45:93 Mission is to collaborate to strengthen the regional economy by:

- ~ Providing a regional approach to workforce development, business attraction, retention and expansion
- ~ Acting as a conduit for members and the region to access resources and educational opportunities

We invite you to join us for this year's Annual Meeting on **Wednesday, October 11th** where we will focus on **Workforce Challenges, Solutions & Strategic Planning**.

Guests will be provided with valuable information on workforce data trends in Region 7E, hear first-hand from local businesses, and come away with ideas and strategies to use in their own businesses or to share with the businesses in their communities.

To assist us in planning for meals & materials, please **RSVP by Friday, October 6th** using the link below.

[Get more information](#)

[Register Now!](#)

[I can't make it](#)

**Regional Financial Resource Summit
Wednesday, September 27, 2017
Spring Brook Golf Course – Mora, MN**

Agenda:

- 7:30 AM Breakfast
- 8:00 AM Welcome. Robert Voss, Executive Director, East Central Regional Development Commission
- Presentations:**
- Luke Greiner Labor Market Analyst, MN Department of Employment & Economic Development
- Greg Bergman Director, North Central Region, MN Small Business Development Center
- Bob Isaacson Director, Business Finance, MN Department of Employment & Economic Development
- Tom Osborne Lender Relations Specialist, US Small Business Administration
- David Wittwer Area Specialist, USDA Rural Development
- Denis Griffin Director, Minnesota Regional Office, US Export / Import Bank
- Sandy Voight Regional Business Specialist, NCEDA.
An overview of gap financing programs.
(NCEDA, Entrepreneur Fund, Great River Energy, Initiative Foundation, MN Business Finance Corp., SPEDCO, ECRDC Revolving Loan Fund)
- Rebecca Perrotti Workforce Development Coordinator, Central MN Jobs & Training Services, Inc.
President, GPS 45:93
An overview of business technical assistance providers.
(GPS 45:93, Central Minnesota Jobs & Training Services, Inc., Anoka Ramsey Community College, Legal Corps, Agricultural Utilization Research Institute, Pine Technical & Community College, SCORE, US Commercial Service, Women Venture)
- Keynote Speaker: Ronald Wirtz. Director, Regional Outreach, Federal Reserve Bank of Minneapolis

Thank you for attending!

Presented by the East Central Regional Development Commission
100 Park Street South – Mora, MN 55051
(320) 679-4065 / www.ecrdc.org

Stay connected and up to date – follow us on Facebook and Twitter!

OCTOBER 1-7 • 2017

Proclamation

- Whereas: Manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota's diverse economy and the economic development strategy for the City of Isanti; and
- Whereas: The manufacturing industry contributed \$48.2 billion to Minnesota's economy in 2016, and at 16 percent, is the largest sector contributing to the state's private gross domestic product; and
- Whereas: In 2016, workers took home \$20.3 billion in wages from Minnesota manufacturing jobs, the second-highest amount among the state's business sectors; and
- Whereas: Manufactured exports brought \$18 billion into the Minnesota economy in 2016; and
- Whereas: Manufacturing provides 318,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota's high standard of living and economic vitality; and
- Whereas: Manufacturing in Minnesota pays an average annual wage of \$63,794, which is 17 percent higher than the state's overall average wage.
- Whereas: Manufacturing businesses employ 283 people on the City of Isanti which is approximately 15.3 percent of all jobs located within the City of Isanti

Now, therefore, I, George A. Wimmer, Mayor of the City of Isanti, do hereby proclaim that the week of October 1 to October 7, 2017 shall be observed as:

MINNESOTA MANUFACTURING WEEK

in the City of Isanti on this 19th day September, Two Thousand and Seventeen.



MAYOR GEORGE A. WIMMER



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of October 3, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. City Promo Bag Order
5. Other Business / Project Updates / Informational Items
 - a. Business Prospects / Projects
 - b. EDAM
 - c. GPS 45:93
 - d. 2017 Minnesota Manufacturing Week
 - e. LOIS Update
 - f. Housing Starts in 2017
 - g. Business Arrivals and Departures in Isanti 2017
6. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
October 3, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by President Wimmer at 7:11 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer and Steve Lundeen

Commissioners Absent: Tara Hallberg

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

Motion by Lundeen, second by Collison approve the Agenda as presented. Motion passed unanimously.

2. Approve Minutes of September 5, 2017 Regular Economic Development Meeting

Motion by Lorinser second by Lundeen to approve the minutes as presented for September 5, 2017. Motion passed unanimously.

3. Isanti Hotel Update

Economic Development Director outlined the remaining processes/steps involved in the 60 Unit Best Western Plus Hotel Project. He indicated that there would be a public hearing on October 17, 2017 at the City Council Meeting to finalize the complete assistance package and to approve the form and content of the Development Agreement.

No action was taken on this item.

4. Consider Recommendation for Submittal of 2017 Comprehensive Economic Development Strategy (CEDS) Resolution to East Central Regional Development Commission (ECRDC)

Economic Development Director Sullivan highlighted the changes from the 2016 to 2017 CEDS document. The changes involved updated impacted populations and to better define the hotel project and related redevelopment plan. He stressed that it enabled the project to be eligible for Federal EDA funds although it was unlikely funds would be received.

Motion by Lundeen, second by Lorinser to recommend approval and submittal to ECRDC of 2017 CEDS. Motion passed unanimously

5. Other Business / Updates

Sullivan stated 75 single housing permits have been pulled and 5 more is waiting to be picked up. This is well ahead of the pace set last year as there were 55 at this point last year. Meetings have been taking place and more are scheduled for this week for MN Manufacturing Week.

Sullivan stated O'Reilly Auto Parts, Rockstad and Co Relics and Wares, and KAS Bodyworks were recently opened or would be opening soon.

Commissioner Lorinser asked on the status of the Pub and Grub project. Lorinser indicated that there was a restaurant was opening in Fridley.

Sullivan indicated the he was unaware of any change of plans for the Isanti location.

Commissioner Collison stated that RR BMX did not receive 2018 National Event. One reason was the lack of Hotel in community.

President Wimmer stated that the Hotel was looking at a December 2017 because it had been delayed by Isanti County. We also stated that the level of involvement by the city has changed through this process. The City will not be a partner nor a source of financing (in the form of Revenue Bonds) for the project as previously contemplated.

President Wimmer mentioned that the City had met with representatives of Quik Trip and Riverside Market to discuss a possible project.

- a. Business Prospects
- b. Marketing Materials
- c. EDAM
- d. GPS 45:93
- e. Financial Resource Summit – ECRDC
- f. 2017 Minnesota Manufacturing Week
- g. Housing Starts in 2017
- h. Business Arrivals and Departures in Isanti 2017

6. Adjournment

Lundeen motioned, second by Bergley to adjourn at 7:27 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 5th day of October, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director *SMS*

Date: November 7, 2017

Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan have been working with the developer, legal counsel, financial advisors and a financial institutions to put together a hotel deal in Isanti. The project is a Best Western Plus - 60 unit Hotel. A complete site plan was submitted in October and is scheduled for review at the November 21, 2017 City Council Meeting. All City approvals for City of Isanti financial assistance have been obtained. The only thing left to complete is financing from the bank. President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Action Requested:

Based on Discussion

Attachments:

- 1) Pages from site plan depicting building elevation and site layout.

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director *SMS*

Date: November 7, 2017

Subject: City Promo Bag Order

Background:

Last year the City operated a successful business promotional bag marketing program. 1000 ABE Celebration Tote bags were ordered from Promo Direct and they were of good quality and received well by those who obtained them. Plenty of businesses took advantage of this free marketing opportunity and the amount of businesses participating for each event is listed below. The bags were distributed at four events which included: Land O Lakes BMX National held at Isanti Indoor Arena – Home of Rum River BMX (15), State Qualifier Soccer Event at Isanti Soccer Complex (23), the State Finals at Rum River BMX (17) and the Celebrate Isanti Event. In light of the success of this program staff would like to continue it for 2018. Staff has received quotes from 3 vendors and a 13X13X5 Abe Celebration Bag with an Isanti logo. The quotes are below:

Vendor	Product	Units	Cost	Setup	Shipping	Discount	Total
Promo Direct	13X13X5 ABE Celebration Tote	1,000	\$ 1,440.00	\$ -	\$ 165.00	\$ 144.00	\$ 1,461.00
Leader Promos	13X13X5 ABE Celebration Tote	1,000	\$ 1,380.00	\$ 50.00	\$ 184.50	\$ -	\$ 1,614.50
4 Imprint	13X13X5 ABE Celebration Tote	1,000	\$ 1,550.00	\$ 40.00	\$ 91.80	\$ 159.00	\$ 1,522.80
Promo Direct	13X13X5 ABE Celebration Tote	1,500	\$ 2,160.00	\$ -	\$ 249.00	\$ 216.00	\$ 2,193.00
Leader Promos	13X13X5 ABE Celebration Tote	1,500	\$ 1,995.00	\$ 50.00	\$ 278.55		\$ 2,323.55
4 Imprint	13X13X5 ABE Celebration Tote	1,500	\$ 2,250.00	\$ 40.00	\$ 93.02	\$ 229.00	\$ 2,154.02

1000 bags was sufficient for last year and staff recommends 1000 bags in 2018. Staff contemplates that this program would be funded by the EDA – 495 and anticipates the expenditure to occur in 2018.

Action Requested:

Motion to recommend to Isanti City Council to select Promo Direct quote and to purchase 1000 promo bags in an amount not to exceed \$1,500.

Attachment:

- 1) Quotes from three vendors.



931 American Pacific Dr., Suite 100 • Henderson, NV 89014
 phone: (800) 748-6150 • (702) 534-4773 • fax: (800) 748-3326
 www.promodirect.com • email: info@promodirect.com

Order Form

Ordered By
 Sean Sullivan
 City of Isanti

In Hand Date

Order Number S147505
Order Date 11/01/2017
Customer A255838
Sales Rep. Anna Abbott

#	Item#	Description	Unit Price	Qty	Extension
1	6675	Celebration Tote Bag (Abe)	\$1.44	1000	\$1,440.00
		Setup Fee	\$.00		\$.00
		Re-order P115940	\$.00		\$.00
		Item Color-Royal Blue			\$.00
		Imprint Location-Side 1			\$.00
		Imprint Colors-Stock White			\$.00
				Subtotal	\$1,440.00
			Coupon Code (DS10)	Coupon Amount	-\$144.00
				Tax Amount	\$.00
				Shipping Cost	\$165.00
				Total	\$1,461.00

Ship To

Address	Shipped Via	Qty	Item #
Sean Sullivan City of Isanti 110 1st Avenue NW. Isanti, MN 55040	UPS GROUND	1000	6675

Order Form

Ordered By
 Sean Sullivan
 City of Isanti

In Hand Date

Order Number S147505
Order Date 11/01/2017
Customer A255838
Sales Rep. Anna Abbott

#	Item#	Description	Unit Price	Qty	Extension
1	6675	Celebration Tote Bag (Abe)	\$1.44	1500	\$2,160.00
		Setup Fee	\$.00		\$.00
		Re-order P115940	\$.00		\$.00
		Item Color-Royal Blue			\$.00
		Imprint Location-Side 1			\$.00
		Imprint Colors-Stock White			\$.00
			Subtotal		\$2,160.00
			Coupon Code (DS10) Coupon Amount		-\$216.00
			Tax Amount		\$.00
			Shipping Cost		\$249.00
			Total		\$2,193.00

Ship To

Address	Shipped Via	Qty	Item #
Sean Sullivan City of Isanti 110 1st Avenue NW. Isanti, MN 55040	UPS GROUND	1500	6675



101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746
Free Fax: 800-355-5043

Main Address SEAN SULLIVAN CITY OF ISANTI 110 1ST AVE NW ISANTI, MN 55040	Invoice Address Sean Sullivan City of Isanti 110 1st Ave NW ISANTI MN 55040 USA	Shipping Address Sean Sullivan City of Isanti 110 1st Ave NW ISANTI, MN 55040 USA Tel: 763-807-4339
--	---	--

Quotation Number: 14827036 Quote Date: November 01, 2017 Quote Valid Until: December 01, 2017 Account No.: 3893957	Questions Call: Renee Borisch Phone: 877-446-7746 Ext. 8538 Fax: 866-779-0584 Email: rborisch@4imprint.com
---	---

<input type="checkbox"/>	Item Celebration Shopping Tote Bag - 13" x 13"	Colors (Bag,Trim/Handles): Royal Blue, Royal Blue
--------------------------	---	--

Qty	Item #	Description	Unit \$	Price \$	Total \$
1,000	5938-1313	Celebration Shopping Tote Bag - 13" x 13"	1.5500	1,550.00	1,550.00
1	Coupon	Coupon Code	-159.0000	-159.00	-159.00
1	Set-Up Charge	Set-Up Charge (1st Color)	40.0000	40.00	40.00
		Freight		91.80	91.80
					1,522.80

Artwork Instructions
 Product Color (Base, Trim): Royal Blue,Royal Blue
 Imprint Location: Front
 Imprint Colors: White

Additional Notes:
 3 business days for production after art approval
 3 business days for shipping

<input type="checkbox"/>	Item Celebration Shopping Tote Bag - 13" x 13"	Colors (Bag,Trim/Handles): Royal Blue, Royal Blue
--------------------------	---	--

Qty	Item #	Description	Unit \$	Price \$	Total \$
1,500	5938-1313	Celebration Shopping Tote Bag - 13" x 13"	1.5000	2,250.00	2,250.00
1	Coupon	Coupon Code	-229.0000	-229.00	-229.00
1	Set-Up Charge	Set-Up Charge (1st Color)	40.0000	40.00	40.00
		Freight		93.02	93.02
					2,154.02

Artwork Instructions
 Imprint Location: Front
 Imprint Colors: White

Additional Notes:
 3 business days for production after art approval
 3 business days for shipping

Grand Total 3,676.82



101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746
Free Fax: 800-355-5043

Quotation Number: 14827036
Quote Date: November 01, 2017
Quote Valid Until: December 01, 2017
Account No.: 3893957

Questions Call: Renee Borisch
Phone: 877-446-7746 Ext. 8538
Fax: 866-779-0584
Email: rborisch@4imprint.com

METHOD OF PAYMENT

- We previously ordered from you on open account.
- We are well rated with Dun & Bradstreet. My D & B number is _____.
- Please fax us a Credit Application. We understand that our order will not go into production until your application is approved, which may take 2-3 weeks.
- Enclosed is a check in the amount of \$_____ payable to 4imprint.
- MasterCard Visa American Express Discover Diner's Club

*****IMPORTANT*** To place your order please let your customer service representative know you would like to proceed along with providing any artwork or changes to the quote that are needed. If paying by credit card please contact your customer service representative with your credit card details.**

Please visit our website - www.4imprint.com

Empty rectangular box

Shipment Details

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Estimated Delivery Date	Freight
Address as above.	1000	5938-1313		UPS Ground (Parcel)	Nov 01 2017	91.80
	1500	5938-1313		UPS Ground CWT	Nov 01 2017	93.02

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director *SMS*

Date: November 2, 2017

Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Staff continues to work with developer and financial institutions. A complete site plan was submitted in October 2017 and it is scheduled to be on the November 21, 2017 Planning Commission Meeting for consideration.

O'Reilly Auto Parts - The store opened on October 14, 2017.

Rockstad & Co Relics and Wares had its grand opening/ribbon cutting on October 27. Mayor Wimmer and Economic Development Sullivan were in attendance to welcome them to Isanti.

MOAT Trailers, Inc. and Speed Wagon moved into 101 Cajima St NE. This fills a vacant building previously occupied by HME products. Staff to schedule ribbon cutting and grand opening when businesses are ready.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, senior housing and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

EDAM –Attached is the Agenda for October and Minutes from September.

GPS 45:93: Attached is the Agenda for October and the Minutes from August.

Minnesota Manufacturing Week October 1-7: City Staff and officials met with many Isanti businesses the week of October 2nd. Staff conducted a brief survey and listened to businesses and their concerns. More visits need to be done and once complete, data will be summarized and entered into Sales Force.

LOIS Update: The State of Minnesota platform for development site listing is LocationOne Information Services (LOIS). There was a major overhaul to enhance the system. As a result, City information will need to be updated. Staff will be working on this item in November.

Housing Starts in 2017: As of November 2, 2017 there have been 83 single family housing permits pulled and 6 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Brushes and Boards (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), KAS Bodywork (2 Enterprise) Rockstad and Company Relics and Wares (401 E Dual Blvd NE) O'Reilly Auto Parts (101 6th Avenue NE), Edward Jones (2 Enterprise), MOAT Trailers, Inc (101 Cajima St), Speed Wagon (101 Cajima St), Willow Bridge Yoga (4 Enterprise) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual), Crossfit and Beyond (801 Hwy 65), Bohnen Chiropractic.



5.b.

Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Conference Room
October 25, 2017 | 10:00 am to 12:00 pm
Video conference: <https://zoom.us/j/689103886>
Meeting ID: 689 103 886**

Agenda

- I. Call to Order – Kienberger
 - a. Check In – Kienberger
 - b. Review of Agenda – Kienberger

- II. Consent Agenda – Kienberger
 - a. Approval of Board minutes (In packet)
 - b. Approval of monthly financial statements (In packet)
 - c. Review Ewald hours (in packet)

- III. Transition Update

- IV. 2018 Budget Priorities – Discussion

- V. Committee Reports - Action items
 - a. Executive Committee update
 - i. Board Elections / Nominations
 - b. Member Services
 - i. Membership renewal campaign
 - c. Government Relations
 - d. Marketing/Communications
 - e. Conference Committee
 - i. Winter conference planning update
 - f. EDAM U

- VI. Other Business / Review Action Items

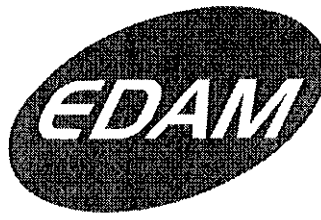
- VII. Adjourn | Next scheduled meeting: November 29, 2017 (at Harrington Co. Offices)

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Conference Room
September 27, 2017 | 10:00 am to 12:00 pm
Call-in Line: 1-855-392-2520 | Participant code: 6876231#**

Attending:

President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown,
Past President Christie Rock-Hantge, Kim Lindquist,

Via telephone:

Trisha Rosenfeld, Chris Eng, Christy Lewis, Erin Sparks, Mark Vaux, Erik Hansen

Absent / Excused:

Jeff Rossate, Sean Sullivan

Staff:

Lee Helgen

Meeting Minutes

Call to Order – Kienberger

President Kienberger called the meeting to order at 10:00 am.

President Kienberger reviewed the agenda. The agenda was approved with no additions or changes.

Consent Agenda – Kienberger

- Approval of Board minutes (In packet)
- Approval of monthly financial statements (In packet)

There was a motion to approve the consent agenda by Rock-Hantge/Livgard. Motion passed

Fall Retreat (TBD) – Discussion

The board discussed moving the strategic planning retreat to January 2018. Given the potential for up to three new board members, it recommended that the Executive Committee provide a brief new board member orientation prior to the retreat. President Kienberger indicated that he would welcome suggestions for potential facilitators.

ACTION: President Kienberger will send out a scheduling poll to check board availability for January 2018.

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

Transition Planning (Transition Meeting 9/28/2017)

President Kienberger reported that the executive committee is in active discussion with Harrington Co. about transition process and timing. He noted a few key points.

- The official start date with Harrington Co. is December 1, 2017.
 - Harrington will be assisting conference planning committee and related communications for the winter conference.
 - Harrington will be assisting with the membership renewal process.
- Harrington Co. has developed a detail checklist to guide transition planning efforts.
- The Ewald contract runs through the end of year.

Committee Reports - Action Items

➤ *Executive Committee update*

- Reviewed Ewald hours (in packet)

Government Relations Contract for 2018: Matt reviewed the RFP process and shared the proposal from Fryberger Law Firm to provide government relations services for 14 month period from November 1, 2017 to December 31, 2018 at a cost of \$25,000.

There was a motion to approve proposal by Livgard/Kienberger. Motion passed.

Budget planning – Discussion

Budget for 2018: Megan Livgard and Matt Brown provided an overview on the budget planning process.

- A draft budget will be presented at the November Board meeting for review and discussion.
- The final budget will be presented for approval at the December Board meeting.
- The summer conference netted approximately \$20,000.
- The summer networking event resulted in a shortfall. The Board agreed that the event served a valuable purpose that it was worth the investment to offer the programming to the membership.

Request from MNEDF for \$5000

President Kienberger noted that there was a formal request from MNEDF for \$5000.

There was a motion by Brown/Lindquist to authorize the \$5000 contribution to MNEDF. Motion passed.

Board Elections / Nominations

The Board discussed the election timeline for soliciting nominations and balloting.

- It was noted that Trisha Rosenfeld and Marv Vaux will not seek re-election, but that Sean Sullivan and Kim Lindquist plan to seek re-election.
- Nominations for Second Vice President (Kim Lindquist volunteered).

There was a motion to nominate Kim Lindquist for SVP by Hanson/ Brown. Motion passed.

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

- *Member Services Committee Update*
 - The committee has started to engage a target list of organizations to help increase the diversity of EDAM's membership and create a stronger membership base.
 - Harrington will assist with the membership renewal process beginning in December 2017.

- *Government Relations Committee Update*
 - Lobbying contract with Fryberger to begin November 1, 2017.
 - Ewald will assist with platform development and materials through the end of 2017.

- *Marketing/Communications Committee Update*
 - EDAM awards nominations forms will be going out to membership.
 - Website update will be delayed due to the hurricane in Florida which affected YM staff based in Florida.

- *Conference Committee*
 - Conference planning will be transitioning to Harrington Co.

- *EDAM U*

Webinar on December 7

- Topic is on commercial real estate trends and opportunities will provide a good opportunity to cross promote with professionals in real estate development.
- Board Direction:
 - Approved offering this free webinar
 - Requested that we include an ad/promo about EDAM & Winter Conference

Past Presidents Events

- Need about 50 to attend.
- Promote as the last 50 anniversary event

Other Business / Review Action Items

- Adam will work Harrington to craft a message about the transition to the new Association Management Company.
- The December Board meeting will be the annual Holiday Event

Adjourn: Next scheduled meeting: October 25, 2017 / Video Conference

There was a motion by Rock-Hantge/Livgard to adjourn. Meeting was adjourned at 11:10 am

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Board of Directors Meeting

Nemadji Research Corporation

7564 Birch St, Bruno, MN 55712

Friday, October 27, 2017 10:00 a.m. - 12:00 p.m.

Tour at 9:00 a.m. Lunch to follow with RSVP

5.c.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
--	--

Welcome

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) August 25, 2017 Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of 10.19.2017

Chair Report – Rebecca Perrotti

Consultant Report – Karl Schuettler

GPS Communication Plan Review and Group Discussion - Karl Schuettler

Committee Reports

- a.) Economic Gardening - local updates
- b.) FAM Tour - Attendees
- c.) Broadband - Nancy Hoffman
- d.) Workforce – Carla Vita
- e.) Marketing – Sean Sullivan

Other Business & Informational Links (These items are not printed as part of the agenda packet)

- a.) CVN Map-N-Tour - GPS is being given opportunity to list something from all communities in our regional collaborative. Please enter data for your area at this link: [CLICK HERE](#)
- b.) CVN BR&E Webinar - Monday, October 30, Noon-12:45 - Family Business Dynamics
- c.) Minnesota Marketing Partnership Meeting - Jordan Zeller ([Presentation Link Here](#))
- d.) International Economic Development Conference - Mora, MN - February 8, 2018
- e.) Construct Tomorrow - Hinckley Convention Center - February 22, 2018
- f.) East Central Minnesota Career Fair - Cambridge Armed Forces Reserve Center -- Tuesday, April 17, 2018

Member Updates

Next Board Meeting: November 17, 2017 at City of Hinckley (note date change due to holiday)



GPS 45:93 Member Representatives

X	Rebecca Perrotti, CMJTS	X	Nancy Hoffman, Chisago County	X	Richard Baker, Past Chairman
X	Marshall Lind, Braham	X	Greg Anderson, Isanti County	X	Doyle Jelsing, Neighborhood National Bank
	Stan Gustafson, Cambridge	X	Heidi Steinmetz, Isanti County	X	Sara Treiber, Mille Lacs Corporate Ventures
X	Mark Perry, Hinckley	X	Robert Musgrove, Pine County		Melissa Bettendorf, North 65 Chamber
	Sean Sullivan, City of Isanti	X	Lezlie Sauter, Lakes & Pines CAC		Jeff Larson, Minnesota Energy Resources
X	Beth Thorp, Mora	X	Jordan Zeller, ECRDC		Nancy Aronson Norr, MN Power
	Carla Vita, North Branch	X	Joe Mulford, PTCC		Randy Ulseth, FirstLight
X	Ken Cammilleri, Pine City	X	Becky Lourey, Nemadi Research		Gary Shaw, Cambridge Medical Center
X	Jolene Foss, Princeton		Bruce Pogatchnik, Northview Bank		Mary Minnick-Daniels, EC Arts Council
X	Kathy George, Sandstone				

GPS 45:93 Guests

X	Bill Coleman, Community Technology Advisors	X	Karl Schuettler, Northspan Group
X	Sandy Voigt, Region Five Development	X	Becky Schueller, Pine City Area Chamber of Commerce
X	Rick Olseen, Congressman Nolan's Office		
X	Della Ludwig, DEED Workforce Consultant		

Call to Order	Action Needed
Meeting was called to order at 10:05 am at the Conference Room at Lakes & Pines Community Action Council in Mora, MN.	
Introductions	Action Needed
<p>Introductions were provided and an attendance sheet was sent around the room.</p> <ul style="list-style-type: none"> Jordan Zeller (ECRCD) shared a draft copy of the Regional Business Assistance Directory and asked communities present to review their information for accuracy and note any necessary corrections. Jordan also asked members to Save the Date of Wednesday, September 27th for the Regional Financial Summit that will be hosted by ECRDC in Mora this year. 	
Approval of Minutes	Action Needed
Correction to the Workforce Committee Report in the Minutes. The next Job Fair event is scheduled for April 17, 2018. Motion by Cammilleri, second by Musgrove to approve the minutes of July 28, 2017 with one correction as noted. Motion carried.	<u>Corrected Minutes</u>

Treasurer Report (Doyle Jelsing)	Action Needed
<p>a.) Doyle referred to the <u>report</u> provided in the meeting packet with reports as of August 15th. Richard Baker suggested that Doyle check with PTCC to see if an electronic transfer was sent from Anoka-Ramsey for their membership fee. Motion by Zeller, second by Musgrove, to approve the financial report as presented. Motion carried.</p> <p>b.) Doyle referred to the <u>990 document</u> prepared for GPS 45:93 as being ready for submission. Motion by Baker, second by Musgrove, to approve the 990 document for submission. Motion carried.</p> <p>c.) Doyle is also recommending that an RFP be created for accounting services for the current and future years. The delays in the process this year seemed inefficient for the organization. Motion by Hoffman, second by Baker, to create an RFP for accounting services and gather proposals. Motion carried.</p>	<p>Doyle - follow-up with PTCC to check on possible electronic transfer.</p> <p>Executive Team will work on the RFP document and distribution to regional contacts.</p>
Introduction of Workforce Strategy Consultant Position & Goals	Action Needed
<p>Della Ludwig, Workforce Strategy Consultant for Central MN Region, provided an overview of her position and the value that she can bring for a regional plan. A copy of her presentation can be viewed <u>here</u>.</p>	
Chair Report (Rebecca Perrotti)	Action Needed
<ul style="list-style-type: none"> ● St. Paul Foundation contact to verify charitable organization status. Rebecca was able to do this and we may see future donations as a result. ● Annual Meeting -- Save the Date for Wednesday, October 11th -- more information will be coming soon regarding the event. ● CMJTS is seeking business input on their willingness to participate in helping to grow our the workforce. A database of businesses and the experiential learning activities they are willing to take part in is being created through a business survey project. https://www.surveymonkey.com/r/K5Y53RG ● CVN Network Events -- a process to streamline communication for these has been suggested. Rebecca will work with those who attend CVN to implement this prior to the next event. ● A six month review meeting was held with both Karl & Becky to outline the work that has been done, where the gaps are in meeting the goals, and the next steps to utilize the time and talents of both Karl & Becky in the best possible way. 	<p>Rebecca will email full survey to membership.</p> <p>Members forward surveys out to businesses in their respective areas.</p>
Consultant Report (Karl Schuettler)	Action Needed
<ul style="list-style-type: none"> ● Last month Karl shared information on the regional Manufacturing Profiles. He continues to work on these. Deadline was set for 9/15. ● Continues to work on website updates. ● Updated the shovel ready flyers for communities in preparation for the FAM Tour. ● Having business cards created with GPS 45:93 information. 	
Admin Report (Becky Schueller)	Action Needed
<ul style="list-style-type: none"> ● Becky has been working on updating the membership contact lists. ● Using the Google Drive we've compiled many of the historical documents from past presidents into one location. We hope this will make transitions from one President to the next a bit smoother each year. ● There are still a few pages on the website in which Becky is awaiting responses from members to make updates. 	<p>Becky will be emailing reminders regarding those updates next week.</p>

<p>GPS Communication Planning Presentation & Discussion (Karl Schuettler)</p>	<p>Action Needed</p>
<p>Karl presented information about how GPS 45:93 can begin working on better Communication Strategies. He identified 6 different audiences for the organization and wanted to gather input on how best to reach those audiences. Also shared were a number of website examples from other communities. As this seems to be an area we should be focusing on, Karl was directed to take this information back to the Marketing Committee to work on preparing an action plan. As this committee currently does not have a chairperson, Karl will coordinate the meeting.</p>	<p>Karl will set up a Marketing Committee Meeting to review communication plan.</p>
<p>Committee Reports</p>	<p>Action Needed</p>
<p><u>Broadband</u>: Nancy shared that the Committee was able to present to the Governor's Broadband Taskforce last month on this topic and had a lot of good discussion. Bill Coleman shared a copy of a draft document highlighting the "<u>Regional Crisis</u>" of <u>Broadband in East Central MN Region</u>. Copies were distributed to those in attendance and members were asked to review and provide comments to Bill soon so that the document can be finalized.</p> <p><u>Workforce</u>: As we were running low on time, Richard suggested that he would just share the meeting minutes with the group.</p> <p><u>FAM Tour</u>: The marketing committee decided that no financial donation would be made to this project for 2017. We would use the FAM Tour budget to update the <u>GPS Brochure</u> and print new copies. Becky is compiling those edits now. We will also need to update community information onto the jump drives.</p> <p><u>Marketing</u>: No committee report was made however a committee chairperson is needed.</p>	<p>Members should review Broadband Document & provide comments to Bill ASAP.</p> <p>Richard will send minutes to Rebecca.</p> <p>Becky will work on compiling data for jump drives.</p>
<p>Other Business</p>	<p>Action Needed</p>
<p><u>DEED Business Development Competitive Grant</u>: Robert shared this opportunity and would like to propose that GPS 45:93 begin working on this grant opportunity. A motion by Musgrove, second by Baker, for the Chair to appoint a taskforce to work on development of this grant and authorize submission. Motion carried.</p> <p><u>Mobile Welding Lab Fundraiser</u>: PTCC President Mulford shared a <u>flyer</u> and details regarding this new opportunity for the region. He also answered questions from members. Group discussed whether or not GPS 45:93 should consider a financial contribution to the effort. It was suggested that this be referred to the Workforce Committee to make a recommendation based on available funding.</p>	<p>Task force volunteers: Robert, Sandy, Richard, Ken, Jordan, Nancy</p> <p>Workforce Committee to review and recommend any action on the Mobile Welding Lab request.</p>

No September meeting -- Annual Meeting replaces this meeting

Annual Meeting: Wednesday, October 11, 9am-noon with lunch to follow, Lakes Region EMS in North Branch

Next Board Meeting: October 27, 2017 at Nemadji Research Corporation in Bruno, MN. (Includes Tour & RSVP Lunch following the regular meeting)



Economic Development Authority Agenda

1. Call to Order
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Modifications
2. Approve Minutes of November 7, 2017 Regular Economic Development Authority Meeting
3. Isanti Hotel Update
4. 2014-2017 Minnesota Manufacturing Week Summary Report
5. Other Business / Project Updates / Informational Items
 - a. Business Prospects / Projects
 - b. EDAM
 - c. GPS 45:93
 - d. LOIS Update
 - e. CVN
 - f. Housing Starts in 2017
 - g. Business Arrivals and Departures in Isanti 2017
6. Adjournment

**City of Isanti
Economic Development Authority
Regular Meeting Minutes of
November 7, 2017
Isanti City Hall**

1. Call To Order

The meeting was called to order by President Wimmer at 7:20 p.m.

a. Pledge of Allegiance

b. Roll Call

Commissioners Present: Dan Collison, Ross Lorinser, Paul Bergley, George Wimmer and Steve Lundeen

Commissioners Absent: Tara Hallberg (Excused)

Staff Present: Economic Development Director Sean Sullivan

c. Agenda Modifications

Motion by Lundeen, second by Lorinser approve the Agenda as presented. Motion passed unanimously.

2. Approve Minutes of October 3, 2017 Regular Economic Development Meeting

Motion by Bergley second by Lundeen to approve the minutes as presented for October 3, 2017. Motion passed unanimously.

3. Isanti Hotel Update

Economic Development Director Sullivan outlined the remaining processes/steps involved in the 60 Unit Best Western Plus Hotel Project. He stated that a complete site plan application had been submitted in October and that it would be reviewed at the November 21 Planning Commission Meeting. He indicated that all city site plan approvals would be received by City Council on December 5th if there were no issues. The Developer and Bank are finalizing financing and the city expects to see an executed term sheet soon.

No action was taken on this item.

4. City Promo Bag Order

Economic Development Director Sullivan highlighted the history of the promo bag program. He indicated it was successful last year and he recommended continuing it again next year. He obtained quotes from 3 vendors and the lowest vendor was Promo Direct for 1000 bags. The

recommendation from Economic Development Director Sullivan was to have the EDA recommend to the City Council to select Promo Direct and to order 1000 bags for next year. The expense would be coded to EDA Marketing – 495.

Motion by Lundeen, second by Bergley to have the EDA recommend to the City Council to select Promo Direct and to order 1000 bags for next year and to have them funded through EDA marketing -495. Motion passed unanimously

5. Other Business / Updates

Sullivan stated that he and President Wimmer attended the Ribbon Cutting for Rockstad and Co Relics and Wares on October 27th. He indicated that the new owner appreciated the grand opening and publicity for the event. It's a great addition to Isanti.

President Wimmer noted that the Chamber of Commerce was also in attendance and that the business has been doing well since it opened.

Commissioner Lorinser stated that he wanted to thank Economic Development Director Sullivan and President Wimmer and acknowledge an outstanding job putting the hotel deal together.

President Wimmer indicated that it was the intention of the Developer to break ground in December 2017 if possible.

Sullivan called out the fact the MOAT Trailers and Speed Wagon had not yet moved into a building but are still actively looking in Isanti.

6. Adjournment

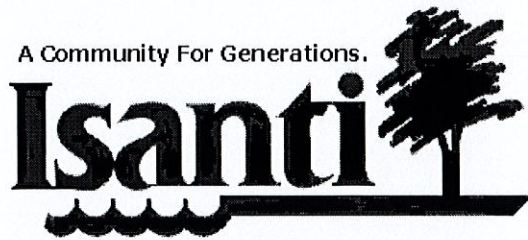
Lundeen motioned, second by Lorinser to adjourn at 7:28 pm. Motion carried unanimously.

Dated at Isanti, Minnesota, this 7th Day of November, 2017.

Respectively Submitted,

Sean M. Sullivan, Economic Development Director

MEMO



To: Economic Development Authority

From: Sean M. Sullivan, Economic Development Director 

Date: December 5, 2017

Subject: Isanti Hotel Update

Background:

President Wimmer and Economic Development Director Sullivan have been working with the developer, legal counsel, city financial advisor and financial institutions to put together a hotel deal in Isanti. The proposed project is a Best Western Plus - 60 unit Hotel. A complete site plan was submitted in October and Planning Commission recommended approval of the proposed site plan on November 21, 2017. Final Site Plan approval is scheduled for December 5, 2017 at the City Council Meeting. All City approvals for City of Isanti financial assistance and development agreement have been obtained. The only thing left to complete is financing from the bank and City Council approval of the Site Plan. President Wimmer and Economic Development Director Sullivan will provide an update on the Hotel Project in Isanti.

Action Requested:

Based on Discussion

Attachments:

MEMO

A Community For Generations.



To: Economic Development Authority Members

From: Sean M. Sullivan, Economic Development Director *SMS*

Date: December 5, 2017

Subject: 2014-2017 Minnesota Manufacturing Week Summary Report

In 2017 City Staff and Officials conducted 20 Business Retention/Expansion visits for manufacturers in Isanti. The only manufacturer that was not visited was ProtoTech. City Staff then enters the data into the Salesforce Portal through Greater MSP for summary reporting purposes. Attached is a summary report that compares results from 2014 to 2017. Generally speaking the data suggests that 2017 was a solid year for local manufacturers. A few bullets and comments worth noting are:

- The need for a hotel was identified by many businesses
- United States and Minnesota each scored 30% as most common primary market. In 2016 the United States Market was at 41%
- According to businesses crime has improved in Isanti
- Companies have hired over the past year increasing from 27% in 2016 to 50% in 2017

Community Business Climate Rankings (scale: 1 worst, 5 best)

Only two categories saw a delta of 0.5 or higher. They include:

- Housing Supply for Workforce decreased from 4.3 to 3.7
- Local Fees increased from 2.5 to 3.1

A recurring theme that did come up during conversations and scoring with many businesses was the lack of affordable/workforce housing options in community.

All other items had a delta of less than 0.5. It should be noted that the following areas received a score less than 3 which signifies that businesses feel these areas are a negative for doing business in Isanti:

- Public Transportation remained at 2.5
- Local Taxes remained at 2.6

- Telecom / Broadband Rates fell from 3.2 to 2.9

It should be also be noted that the following areas received a score of 4 or more which signifies that businesses feel these areas are a very positive for doing business in Isanti:

- Higher Education increased from 3.9 to 4.2
- Recreational Opportunities increased from 4.0 to 4.1
- Assist from Local Government and Non Profits decreased from 4.3 to 4.1
- Attitude Toward Business increased from 4.1 to 4.2
- Electric Reliability increased from 4.3 to 4.7

All other categories received at least a neutral or better rating for perceived business climate by Isanti manufacturers. The City of Isanti subscribes to Sales Force through Greater MSP which allows for the running of reports like the one attached.

Attachments

- 2014-2017 BRE Summary Report (color copies available upon request)

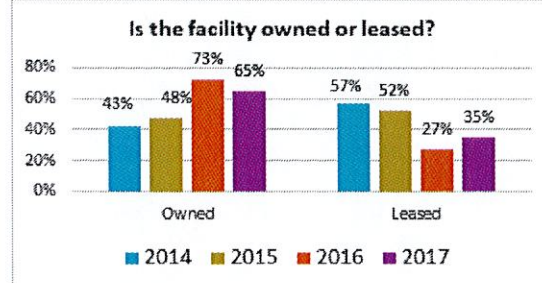
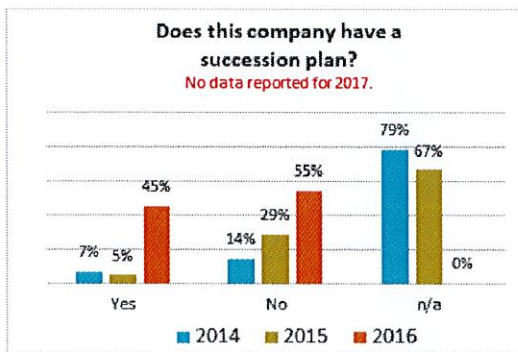
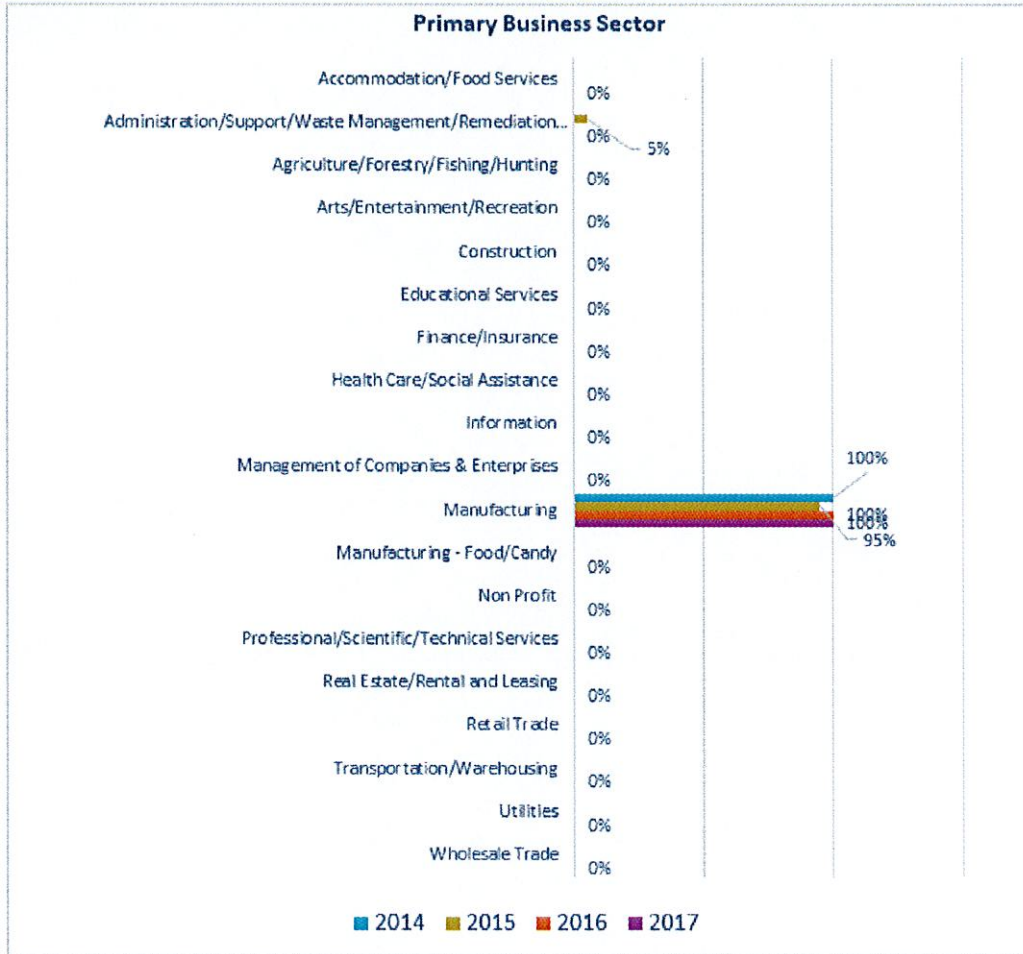


BR | E Survey Data Report 2017



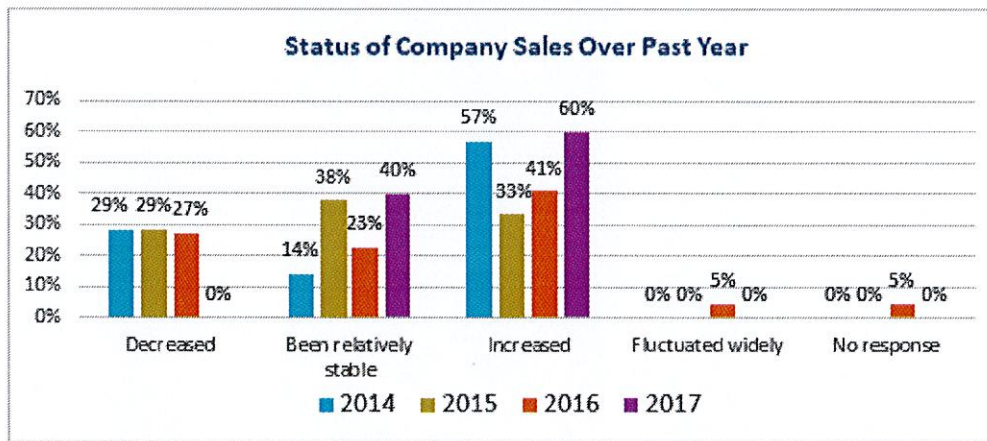
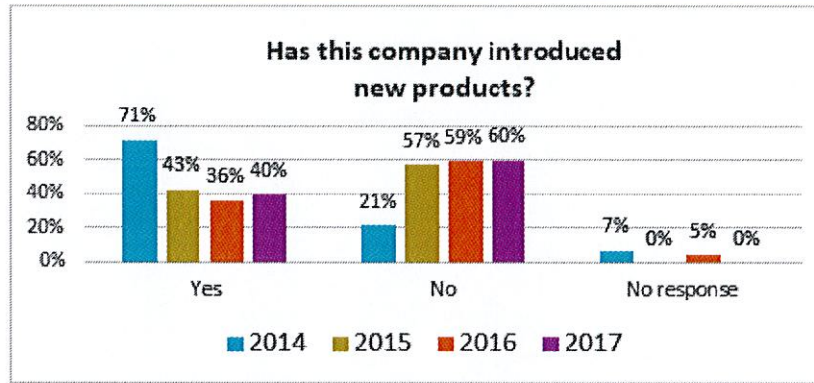
Report based on 77 BRE Surveys (14 surveys in 2014; 21 surveys in 2015; 22 surveys in 2016; 20 surveys in 2017)

Business Details



For 2017, 1 of 20 companies reported no recent ownership change; 2 of 20 reported change is imminent.

Business Details (continued)



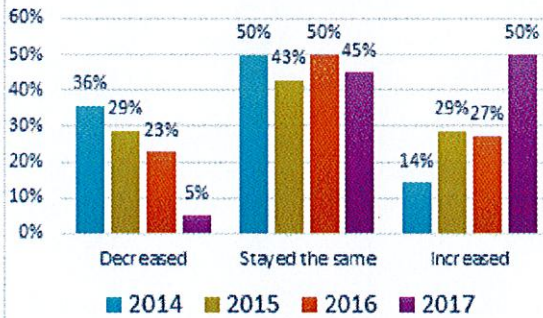
For 2017, these factors contributed to change in sales:

- Improved market conditions
- Residential sector
- Marketing/PR/Design of new products
- Better economy (4)
- Marketing (3)
- Internet presence
- BNI
- Company reputation
- Less overhead, reduced staffing

For 2017, all companies reported that their products are manufactured locally.

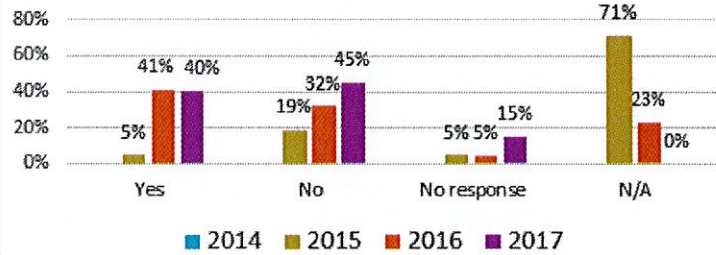
Local Employment & Workforce

Status of Jobs Over Past Year

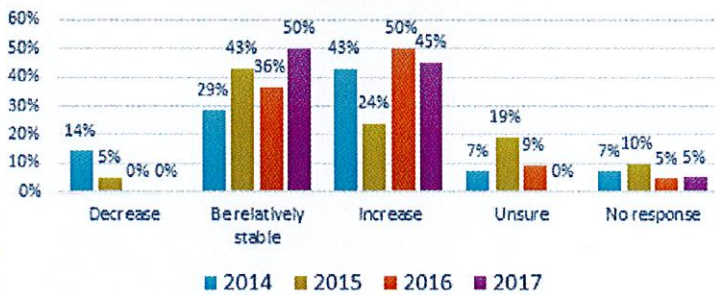


If increased, was it hard to fill jobs?

No data reported for 2014.

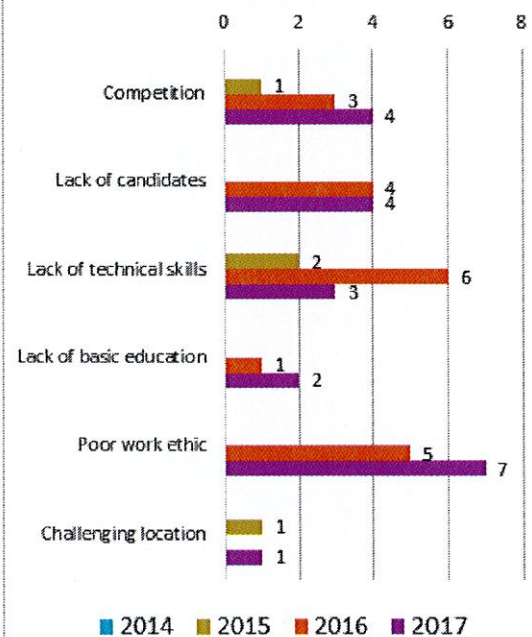


Expectations for Change in Number of Jobs

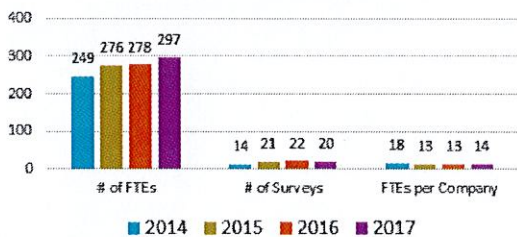


Why Openings are Hard to Fill

No data reported for 2014.



FTE Information for 2014-16



For 2017, 11 companies to hire a total of 32 people (3/company).

For 2017, 13 of 20 companies anticipate the need to train employees.

For 2017, these are the types of jobs for hire:

- Machinist
- Quality Control Support Machinists
- Electrical Engineers
- Operators, Sales
- Manufacturing, Engineering
- Administration, Marketing
- Manufacturing, Shipping, Engineering
- Sales Mfg
- Skilled Labor, Engineers
- General Labor, Skilled Labor

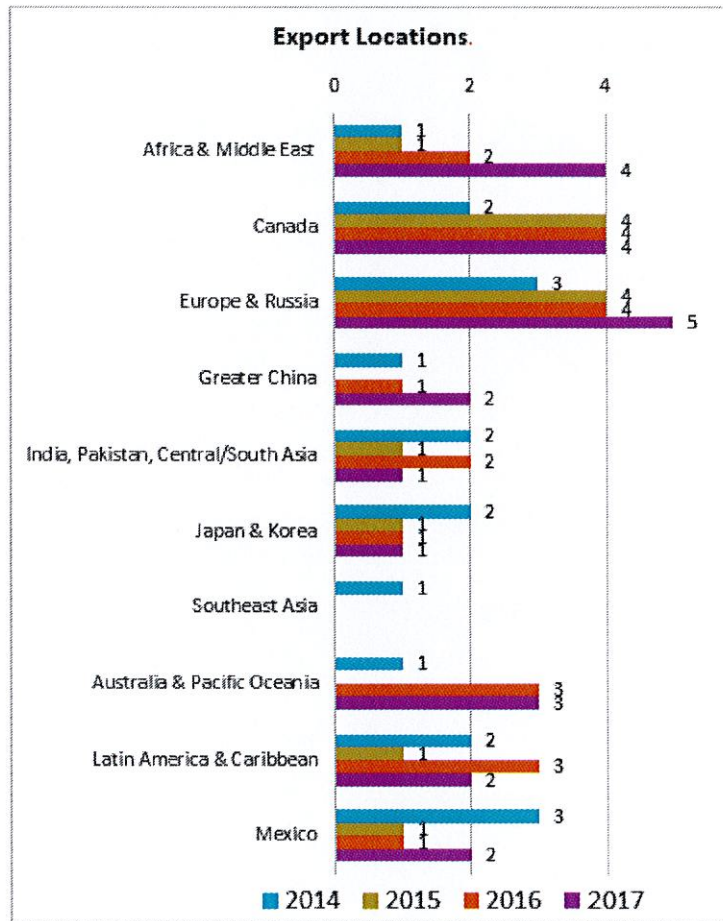
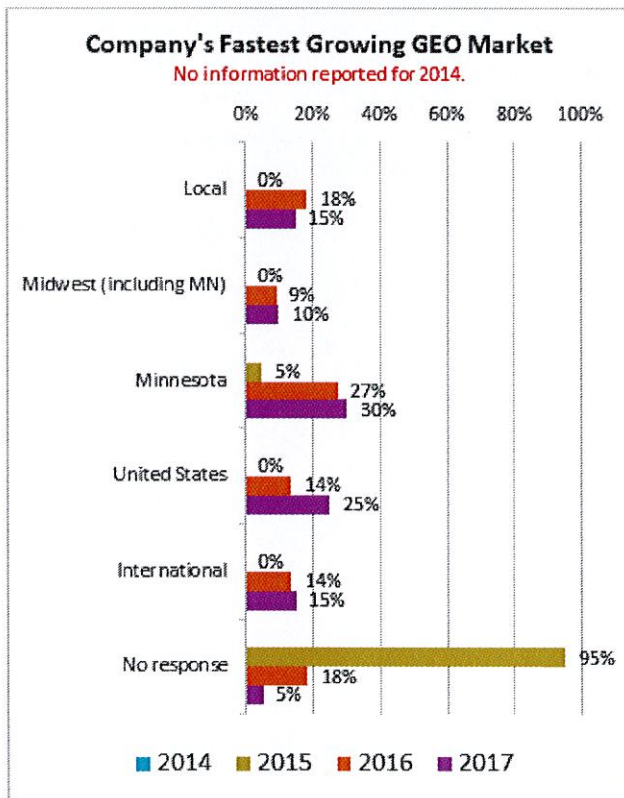
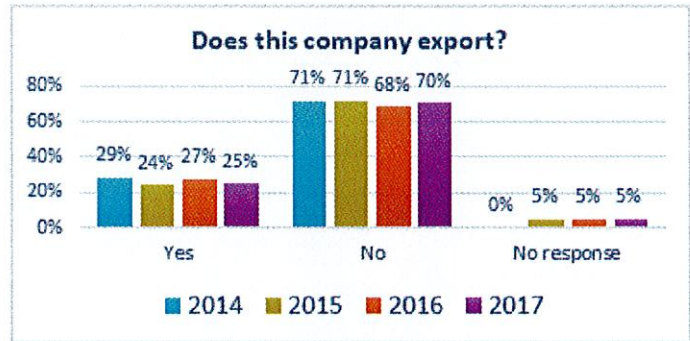
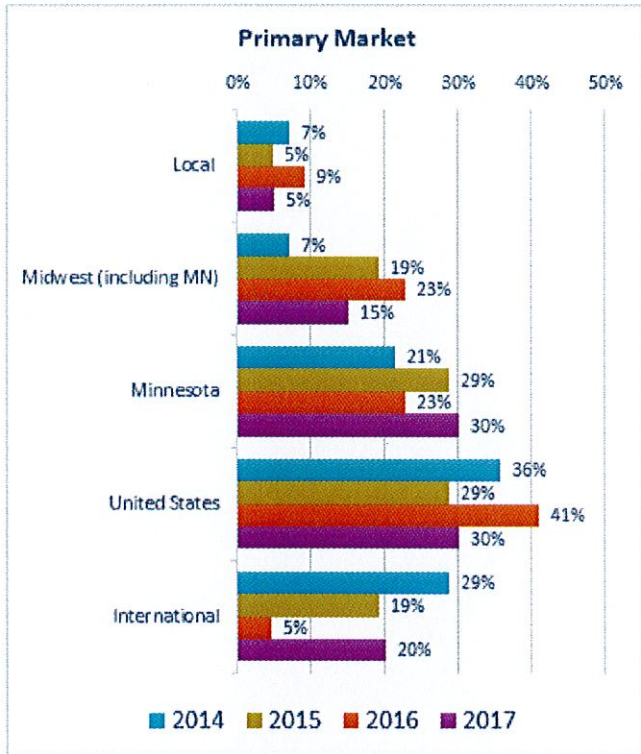
For 2017, the type of training reported includes:

- OTJ (8 companies)
- Internships
- ARCC
- Job skills partnership, welding, engineering, manufacturing
- Use of laser, sales/marketing
- Tech schools

GREATER MSP™

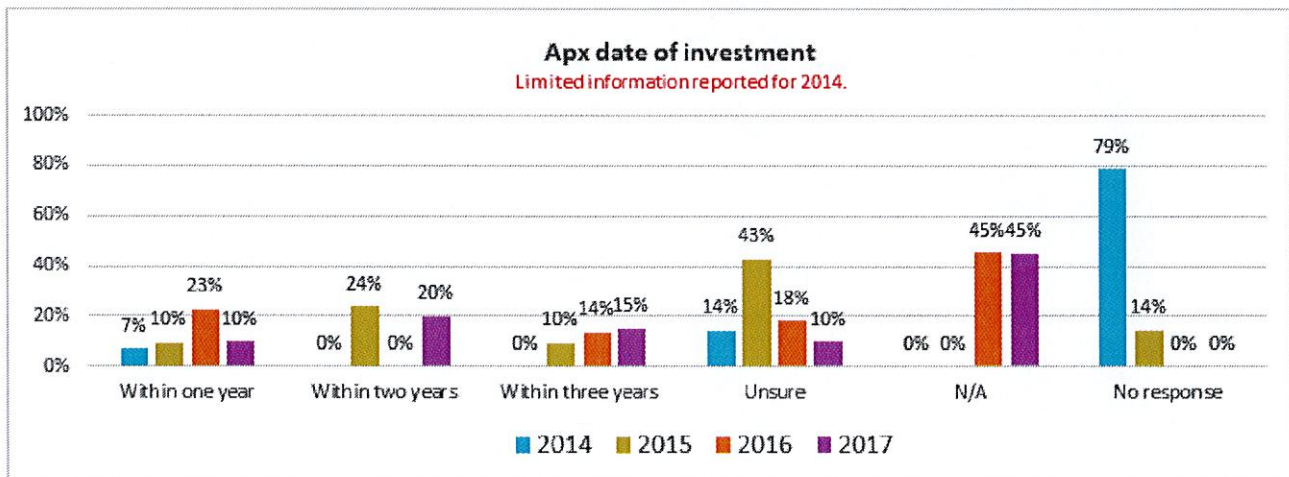
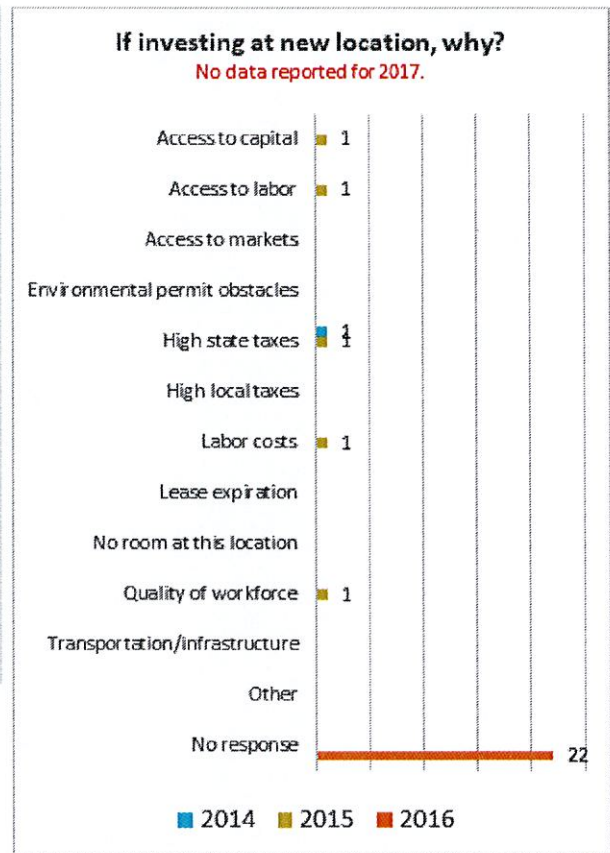
Minneapolis Saint Paul Regional Economic Development Partnership

Market Information



For 2017, 11 companies reported no interest exporting/selling internationally; 2 reported yes they have an interest; 7 had no response.

Investment Plan



For 2017, 7 companies reported an interest in financial resources/tools; 7 reported no interest; 6 had no response.

For 2017, 12 companies reported that they have room on their site to expand; 5 reported no room; 3 had no response.

Additional Information

Strengths of the Community (2017)

Growing Community Stabilized Parks and Trails
Coborns People Logistics
Proximity to Twin Cities Hometown Atmosphere
Small Town Feel Low Crime 1 hr from airport
Mayor Wimmer Community Support Good Communication
Workforce Community Support City Officials
Usually leave businesses alone
Nice City to work and live Traffic light Good Location
Reverse Commute Quiet
Local people want to work Ethical people Positive attitude
BMX Wintergreens Hockey Staff Demographic
Loyal to local businesses farmers market street dances goo target market
Supportive City Small Time Feel
Highway Access Low Crime Rapid Emergency Response
Let businesses do their thing
New Housing Growth Commercial Development

Weaknesses of the Community (2017)

Storm Water Fee RLF Payment Process Lack of Deals from Connexus
People Drugs / Herion (Getting better)
Lack of qualified workforce Lack of Quality Dining Bad work ethic (Culture)
Sewer and Water cost Lack of fast food restaurants McDonalds slow and dirty
Technical workers lack of restaurants lack of affordable housing
Access to Heritage and stop signs
Taxes
NO HOTEL Access to Heritage Blvd Internet access to business
Heritage Blvd needs a signal School Crossing East of 65 needs a crossing guard
Unwillingness to hire those with disabilities Lack of Hotel
Rural Daytime population could be better
Isanti Residents Always looking for deal
Odd Speed Limit by Intermediate School on Heritage Blvd
Dont get Salt on roads early enough in morning
Don't Support existing businesses Too much focus on new business attraction

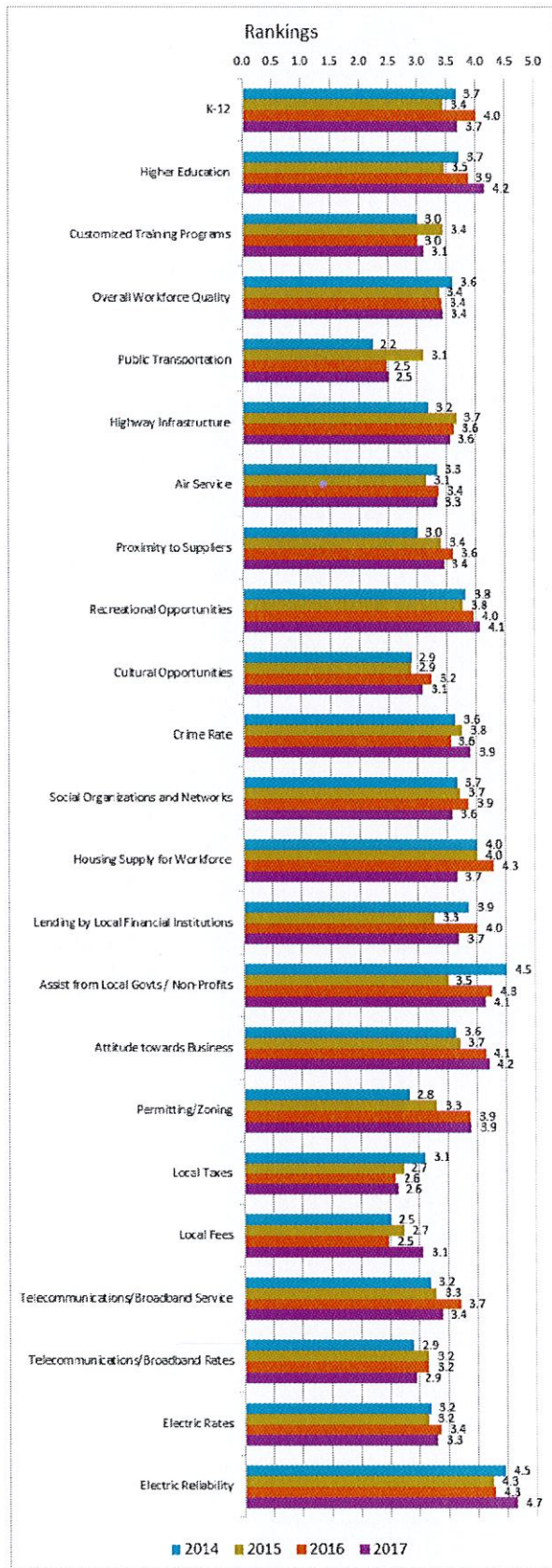
For 2017, 15 companies reported not enough housing/right type;
3 reported not enough/right type; 2 had no response.

For 2017, 2 companies reported transportation/transit concern
for employees; 5 reported no concern; 13 had no response.

For 2017, 18 companies reported they had interacted w/City
Hall departments or the county. Of these, 16 reported
interactions with Economic Development (ED) with comments
ranging from Good/Helpful/Friendly (11) to Great/Very Good/
Awesome/Excellent (6).

Other Priorities (2017)

Better Access to E Dual Blvd
Stay the Course
Better access to Heritage - Need stop light (2)
Would like City to try biodiesel in City vehicles
Lower Taxes
Less regulation for Sprinkling Building Code
Need more affordable housing in Isanti (2)
Hotel (4)
Flexibility on Home Occupations
City Welcome sign on 65
Work better with Chamber
Reduce property taxes
Stoplight at Cajima and 65
Reduce water cost
More restaurants



This report has been compiled by GREATER MSP to reflect data entered into Salesforce.com from completed BRE surveys.

Every effort has been made to ensure that the information clearly reflects data entered by city reps.

GREATER MSP | Minneapolis Saint Paul Regional Economic Development Partnership

400 Robert Street North, Suite 1600 | Saint Paul, MN | www.greatersp.org

MEMO



To: Economic Development Authority
From: Sean M. Sullivan, Economic Development Director *SMS*
Date: November 30, 2017
Subject: Project Updates / Informational Items

Business Prospects/Projects:

Hotel- Staff continues to work with developer and financial institutions. This project is a 60 Unit Best Western Plus.

MOAT Trailers, Inc. and Speed Wagon are searching for location solutions in Isanti.

Joe's Cabinet Shop- Staff is working with new business on the purchase of Boeke's Woodshop. Staff anticipates a closing in December 2017.

Steel Fabricator- The City Development team is currently working with a steel fabricator on a preliminary site plan. More work is needed to assess project viability.

Kwik Trip -- A Site Plan has been submitted and will be reviewed on December 19 at Planning Commission Meeting.

General - Staff has been contacted by other prospects but the discussions are preliminary in nature. Prospects and targeted business types include: manufacturing, self-storage, commercial-retail, SFR residential, restaurants, senior housing and industrial. Staff will continue to pursue options as they present themselves and will continue to work on business recruitment.

EDAM --Attached is the Agenda for November and Minutes from October.

GPS 45:93: Attached is the Agenda for November and the Minutes from October.

LOIS Update: The State of Minnesota platform for development site listing is Location One Information Services (LOIS). Staff continues to update information and will be adding a link to City website.

CVN: Economic Development Director Sullivan will be attending CVN on December 8, 2017. (See attached)

Housing Starts in 2017: As of November 30, 2017 there have been 88 single family housing permits pulled and 3 more are waiting to be picked up. It should be noted that the Sewer and Water Rate Study and future growth assumptions call for 25 hookups annually for each year into the future so we have already exceeded our assumptions for this year.

Businesses Arrivals and Departures in Isanti 2017: The City of Isanti is proud to recognize new businesses for choosing Isanti to be home in 2017. **Arrivals:** Café Genevieve's (4 Enterprise Avenue NE), Climb Theater (118 W Main St), Allina Health Clinic Isanti (300 5th Avenue SE), Wasteland Performance (1 Enterprise), Blackhawk Tile (917 E Dual Blvd NE), Raw 2 Rustic (401 E Dual Blvd NE), Serenity Circle Counseling (401 E Dual Blvd NE), KAS Bodywork (2 Enterprise) Rockstad and Co. Relics & Wares (401 E Dual Blvd NE) O'Reilly Auto Parts (101 6th Avenue NE), Edward Jones (2 Enterprise), Willow Bridge Yoga (4 Enterprise) **Departures include:** Café Genevieve's (4 Enterprise), SOCA Powersports (401 E Dual), Crossfit and Beyond (801 Hwy 65), Bohnen Chiropractic (303 Credit Union Drive).



Economic Development
Association of Minnesota

Board of Directors Meeting

November 29, 2017 | 10:00 am to 12:00 pm

The Harrington Company, 4248 Park Glen Road, Minneapolis, MN 55416

Call-in: (563) 999-2090 | Access code: 835741

AGENDA

- I. Call to Order – Kienberger
 - a. Check In – Kienberger
 - b. Review of Agenda – Kienberger

- II. Consent Agenda – Kienberger
 - a. Approval of Board minutes (in packet)
 - b. Approval of monthly financial statements (in packet)
 - c. Review staff hours (in packet)

- III. Transition Update

- IV. Certify Election Results (in packet)

- V. 2018 Draft Budget – Review and Discussion

- VI. Review & Select EDAM Award Winners

- VII. Committee Reports - Action items
 - a. Executive Committee update
 - i. Board Retreat Facilitator
 - b. Member Services
 - i. Renewal Process
 - c. Government Relations
 - i. Platform Approval
 - d. Marketing/Communications
 - i. iMIS vs. YourMembership analysis
 - e. Conference Committee
 - f. EDAM U

- VIII. Other Business / Review Action Items

- IX. Adjourn | Next scheduled meeting: December 20, 2017 at Cooper (11:30 am – 1:00 pm)

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.



Economic Development
Association of Minnesota

**Economic Development Association of Minnesota
Board of Directors Meeting
Ewald Consulting, Suite 252 | Conference Room
October 25, 2017 | 10:00 am to 12:00 pm
Video conference: <https://zoom.us/j/689103886>
Meeting ID: 689 103 886 US: +1 646 558 8656 or +1 669 900 6833**

Attending:

President Adam Kienberger, First Vice President Megan Barnett-Livgard, Second Vice President Matt Brown, Kim Lindquist, Erin Sparks, Jeff Rossate, Sean Sullivan

Via telephone:

Christie Rock-Hantge, Christy Lewis, Trisha Rosenfeld, Mark Vaux, Erik Hansen, Chris Eng

Absent / Excused:

Staff:

Lee Helgen, Executive Director

Minutes

Call to Order – Kienberger

President Kienberger called the meeting to order at 10:01 am. He reviewed the agenda, which was approved with no changes or additions.

Consent Agenda – Kienberger

There was a motion and a seconded by Sullivan/Rossate to approve the consent agenda. The motion passed.

Transition Update

President Kienberger noted the official transition date for the transfer of association management services is set for December 1, 2017. It was reported that the Ewald and Harrington staff teams are working well to facilitate a smooth transition.

- Kienberger noted that conference planning responsibilities have already been transferred.
- Beginning in November, member communications will also transition to Harrington.
- Ewald and Harrington staff will review the archived materials and coordinate on the transfer files and boxes.
- Kienberger reported that he is drafting a message to notify the member of the change in management companies. He will highlight that conference planning is now being supported by Harrington. (The goal is send out a notice prior to ballots going to the membership November 1.)

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

The board discussed the need to notify the membership about the transition of government relations services to the Fryberger law firm. It was agreed that this should be a separate message and that it would be good to announce the change at the EDAM Winter Conference.

2018 Budget Priorities – Discussion

1st Vice President Livgard reported that she and 2nd Vice President Brown are working to develop a restructured budget framework and draft 2018 budget proposal. Livgard shared a preliminary draft budget outline. The board discussed the past practice of inviting committee chairs to provide some input regarding their budget needs.

It was noted that the board will receive a draft proposal for discussion at the November 29 meeting and they will vote on final approval at the December meeting. The board requested that the draft budget proposal include at least two years of budget actuals and the 2017 year-to-date.

Livgard highlighted a few possible budget change items and outlined possible use of reserves including:

- Increasing the amount allocated for the annual strategic planning retreat.
- Allocating \$15,000 to cover the cost of transitioning from the YM (Your Membership) system to iMIS (Harrington's preferred system) in late 2018.
 - The board requested information about the potential benefits of transitioning to a new membership engagement system and how it would enhance member services.

Committee Reports - Action Items

Executive Committee update

- Board elections – Kienberger reported that four board applications were received: Gene Goddard, Patrick Conroy, Morgan Hill, and Sean Sullivan. The ballots are scheduled to go out the membership on November 1, 2017 and deadline for casting ballots is planned to be November, 17. The board discussed potential concerns about the Metro/Rural balance on the board and they suggested that in future years they should actively encourage statewide participation.
- Board Retreat – Livgard recommended using a facilitator for the strategic planning retreat from the WSB Management Analysis and Development Group (Phil Barns) at cost of \$2500. The board requested a formal proposal to review at the November 29 board meeting. Kienberger will send out a scheduling request for a strategic planning retreat in early February 2018.
- December Board Meeting / Holiday event – The board tentatively agreed to have the December board meeting on Wednesday, December 20 from 11:30 am to 1:00 pm at a venue TBD. The agenda will be rather limited with and will include taking action to approve the 2018 budget.

Member Services

No action requested or update provided.

EDAM's Mission:

To champion Economic Development in Minnesota through professional development, networking, and advocacy.

EDAM's Vision:

Be recognized as Minnesota's vibrant and professional member-driven Economic Development organization.

Government Relations

- Reminder – The EDAM GR committee is hosting a key stakeholder meeting the afternoon of December 1, 2017 at League of Minnesota Cities offices.
- At the winter conference, committee will invite the chairs of the House and Senate Committees with oversight of economic development programs and the minority leaders to participate in a panel discussion.

Marketing/Communications

- The EDAM website is updated and incorporates a number of significant improvements.
- Communications will be transitioning to Harrington in November.

Conference Committee

- The Winter Conference is progressing and Harrington is currently providing planning support.

EDAM U

- The December 7 webinar on Commercial Real Estate Trends and Opportunities overlaps with MN Marketing Partnership. This webinar will be offered for free. The EDAM U team is working to add in three EDAM “commercials” as a way to use the free webinar to promote membership in EDAM.
- Hansen requested information about the medalist membership benefits.
- Reminder – The EDAM Past Presidents is set for October 26 from 9:00 am to 1:00 pm

Other Business / Review Action Items

No other business

Adjourn

There was a motion by Rossate/Livgard to adjourn. The meeting was adjourned at 11:12 am

REMINDER - Next scheduled meeting: November 29, 2017 at Harrington Co. Offices

The Harrington Company
4248 Park Glen Road
Minneapolis, Minnesota 55416

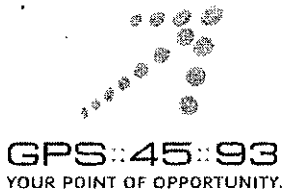
Phone (952) 928-7477
Fax (952) 929-1318
info@harringtoncompany.com

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Board of Directors Meeting
City of Hinckley, 106 First Street SE, Hinckley MN
Friday, November 17, 2017 10:00 a.m. - 12:00 p.m.

5.c.

<p>GPS 45:93 Mission Statement Collaborate to strengthen the regional economy by: ~ Providing a regional approach to workforce development, business attraction, retention & expansion ~ Acting as a conduit for members and the region to access resources and educational opportunities</p>	<p>GPS 45:93 Strategic Plan Summary ~ Act Regionally ~ Provide education & networking opportunities. ~ Promote enhancement of regional workforce & infrastructure. ~ Sustain organizational vitality through effective engagement of volunteer and contracted leadership & resources.</p>
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Welcome

Additions to the Agenda & Approval of Agenda

Approval of Minutes

- a.) Board of Directors Meeting Minutes

Treasurer Report – Doyle Jelsing

- a.) Financial Report as of November 10, 2017

Executive Committee

- a.) Nominations and Elections

Nominations for Executive Committee ** Nominations accepted from the floor **

President

Vice President

Treasurer

Two Past Presidents

Two At-Large Members

- b.) Review and Approval of Budget for 2018

- c.) Renewal of Consultant Contracts (2018 prioritized scope of work to be approved at January meeting)

- d.) MN Rural Broadband Coalition discussion and decision

Chair Report

Consultant Report

Committee Reports

- a.) Economic Gardening - local updates

- b.) Workforce – Carla Vita

Manufacturing Month Go-Around - What did your city/county do for manufacturing month?

Presentation: Workforce Development and Regional Plan Overview

Della Ludwig, DEED and Rebecca Perrotti, CMJTS

Other Business & Informational Links (These items are not printed as part of the agenda packet)

- a.) CVN Presenter Preview (Draft Edition) - Upcoming Session on Friday, December 8th

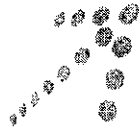
- b.) CVN Map-N-Tour - GPS is being given opportunity to list something from all communities in our regional collaborative. Please enter data for your area at this link: [CLICK HERE](#)

- c.) International Economic Development Conference - Mora, MN - February 8, 2018

- d.) Construct Tomorrow - Hinckley Convention Center - February 22, 2018

- e.) East Central Minnesota Career Fair - Cambridge Armed Forces Reserve Center – Tuesday, April 17, 2018

Next Board Meeting: December 15, 2017 at City of Isanti (pending)



GPS::45::93
YOUR POINT OF OPPORTUNITY.

Board of Directors Meeting Minutes
Friday, October 27, 2017
Nemadji Research Corporation, Bruno, MN

GPS 45:93 Member Representatives

X	Rebecca Perrotti, CMJTS	X	Nancy Hoffman, Chisago County		Richard Baker, Past Chairman
	Marshall Lind, Braham	X	Greg Anderson, Isanti County	X	Doyle Jelsing, Neighborhood National Bank
	Stan Gustafson, Cambridge	X	Heidi Steinmetz, Isanti County		Sara Treiber, Mille Lacs Corporate Ventures
X	Mark Perry, Hinckley	X	Robert Musgrove, Pine County		Melissa Bettendorf, North 65 Chamber
	Sean Sullivan, City of Isanti		Lezlie Sauter, Lakes & Pines CAC		Jeff Larson, Minnesota Energy Resources
X	Beth Thorp, Mora	X	Jordan Zeller, ECRDC	X	Nancy Aronson Norr, MN Power
	Carla Vita, North Branch		Joe Mulford, PTCC		Randy Ulseth, FirstLight
	Ken Cammilleri, Pine City	X	Becky Lourey, Nemadi Research		Gary Shaw, Cambridge Medical Center
	Jolene Foss, Princeton		Bruce Pogatchnik, Northview Bank		Mary Minnick-Daniels, EC Arts Council
X	Kathy George, Sandstone				

GPS 45:93 Guests

	Bill Coleman, Community Technology Advisors	X	Karl Schuettler, Northspan Group
	Sandy Voigt, Region Five Development		Becky Schueller, Pine City Area Chamber of Commerce
X	Rick Olseen, Congressman Nolan's Office		
X	Della Ludwig, DEED Workforce Consultant		

Call to Order	Action Needed
The monthly GPS::45::93 Board of Directors Meeting was called to order at 11:00 am on Friday, October 27 th , 2017.	
Introductions	Action Needed
Approval of Minutes	Action Needed
The minutes from the September meeting of the Board of Directors were reviewed, Dr. Musgrove motioned to approve the minutes as presented, Jordan Zeller second. Rebecca Perrotti moved to vote, minutes were unanimously approved by the Board of Directors at 11:06am.	
Treasurer Report (Doyle Jelsing)	Action Needed
<ul style="list-style-type: none"> • \$19,871.63 ending balance. • \$5,000 from Hill Foundation • General fund balance as of 10/19 \$7,974.14. • We have the money to fill the numbers through the end of the year. • We had budgeted \$6,000 for new membership dues and fell short. • We were met with some membership declines, as well as new recruits that did not pan out. • We will likely vote on the budget next meeting. 	

<ul style="list-style-type: none"> ● Web project came in approximately \$2,000 below budget. ● Jordan Zeller motioned to approve the treasurer report as presented by Doyle Jelsing, Dr. Musgrove second. Rebecca Perrotti moved to vote, the treasurer report was unanimously approved by the Board of Directors at 11:10am. 	
Chair Report (Rebecca Perrotti)	Action Needed
<ul style="list-style-type: none"> ● Executive Committee Update <ul style="list-style-type: none"> ○ Meeting was held this week to review budget and commitments. ○ Membership dues were discussed, it was decided that we are not currently in a position to change dues but will discuss further with the 2018 marketing plan. ● Membership Billing <ul style="list-style-type: none"> ○ Deb will send invoices out in November. ○ A decision was made to have a membership sheet included with the bills. ○ Becky S will create something as a marketing piece after receiving information from Rebecca. ○ Dr. Musgrove suggested that we included an invitation with the bill, to those companies who participate in economic gardening. ○ We have also discussed working with Karl to complete some membership calls. ○ A corporate resolution update will be needed for checks when new officers are in place for 2018. ● Follow Up to Last Meeting <ul style="list-style-type: none"> ○ Previously, we discussed putting out an RFP for the tax services- if there are any suggestions or recommendations for a tax/accounting firm in your area, please let Rebecca know so that Deb and Doyle can get those out within the next few weeks. ○ A discussion was had by an appointed committee to look at the DEED development grant to determine if something should be submitted/if GPS was an eligible applicant. Region Five Development was looking at applying with GPS as a partner. Ultimately, neither GPS nor Region 5 decided to apply. Because GPS doesn't have permanent staff to monitor all aspects needed for the grant, it could be a difficult situation. ○ We will continue to monitor opportunities that come away. ● 2018 Executive Committee <ul style="list-style-type: none"> ○ In regards to officer candidates for next year- in the past, we have formed a separate nomination committee. Executive Committee can now fill this roll. ○ There are some candidates in mind to be discussed. ○ The Executive Committee is made up of three current officers, two past presidents, and two at large members. ○ If anyone would like to volunteer for an officer role, please let us know so you can be added to the ballot. ○ If you are a past president or someone who'd like to apply for the at large position on the executive committee, also let us know as we hope to vote at the next meeting. ● Upcoming Meetings <ul style="list-style-type: none"> ○ It's our intention to have a budget available at the November meeting. ○ There is a December meeting on the calendar, however in past years we haven't always had one if business matters for the year are completed in November. ● Marketing Committee Chair <ul style="list-style-type: none"> ○ Position was discussed- Sean mentioned he may be willing to stay on as co-chair. ○ Richard also may be interested in taking on a co-chair position. 	

- **Training Initiative Foundation**

- For the first time, a fellowship program has been put in place at Initiative Foundation.
- One of the fellows, Annie Deckert is working on developing some different trainings and Jeff Wig felt that perhaps there would be an opportunity available to provide some training in follow up to the spring 2017 EDA training.
- If this seems like a good fit, there would maybe be some spring 2018 training available with financial backing from the Initiative Foundation.
- At some point, we would be looking at some event planning.
- Question: Do we have to use one of their fellows?
 - Probably not, but it may be an opportunity; we have struggled to determine what we are going to provide as follow up training.
- It's likely that there is an indirect connection to funding if we opt to use their fellow.
- A question was raised in regards to what the fellow has to offer.
- If others would like to attend and ask questions at the meeting, they are welcome to do so.
- Della would be interested in participating on the committee.
- Dr. Musgrove has motioned to authorize the committee to move forward with the conversation negotiation with The Initiative Foundation, Becky Lourey second.
 - Rebecca moved to vote, Heidi has voiced an opposition to moving forward with the fellow in question.
- Dr. Musgrove, Richard Baker have offered to assist Rebecca- she will report back with options and more information.

- **Economic Gardening Updates**

- The first company is 80% through and very satisfied, while the second is just getting started.
- Heidi has another participant in mind.
- Rebecca has been in discussions and attempting to schedule other appointments with Frank; hopes to have an answer by next week.
- Nancy sent out letters/contacted other businesses casually but has not received any feedback.
- Rebecca contacted Jeff after reviewing everything- our grant agreement with The Initiative Foundation technically ends in December.
- Rebecca also checked in to an extension as Economic Gardening did not start until June 2017.
- Knowing that we are hard pressed to hit five businesses, Rebecca wanted to confirm that we are allowed to use the funds on Karl's time- this did not appear to be a problem but they would like to see us get the roundtable meetings started.
- EDA training is done so we can provide an update or partial record of where we are right now.
- Kathy to discuss financial arrangement and further Economic Gardening with Dr. Musgrove.

- **CVN**

- CVN is coming up, if you usually attend, please find out who is going to appoint someone to bring materials/be the point person/do follow up.
- Materials can be coordinated through Becky S.
- We need to determine whether or not a joint GPS response is needed- if there are multiple organizations that want to go together, we can do a joint proposal.

<ul style="list-style-type: none"> ○ Becky S will provide a list in advance, Rebecca will make sure the notification goes out soon so those not in attendance today are kept informed. ● Annual Meeting Feedback <ul style="list-style-type: none"> ○ We hope that everyone found value in the annual meeting. ○ Becky S sent out a meeting recap and survey to 40 attendees- 21 of those opened the survey and only seven replied. ○ The seven who replied however had positive feedback. ● Tools for Business <ul style="list-style-type: none"> ○ Will review in November/December. ○ We are working on having this generate revenue, but process still needs review. ● Future Presentation <ul style="list-style-type: none"> ○ Della and Rebecca had discussed doing a Workforce 101 at a future GPS meeting- how does workforce work, what's going on for regional planning, etc. Collaboration with different entities and the GPS group is important. They would like to share the regional workforce plan. ○ While it's not traditional to need approval for guest speakers, due to her current role as president, Rebecca felt it would be most appropriate to check with the Executive Committee/membership regarding presenting on this topic – likely at the November meeting. There was no opposition and some expressed it would be good information. ○ Question: Would this be a topic that would fit in with the EDA Training Follow-up Session? <ul style="list-style-type: none"> ▪ Maybe, what we are envisioning at the moment is to test drive the information that we have to share with the GPS membership group. Rebecca and Della need Barb's (CMJTS CEO) approval of presentation. Rebecca would like to present to this group first for determination if the presentation will be helpful to share elsewhere. ● Other (Becky Lourey) <p>Sheila Cascaden has reached out to Becky Lourey for advice on how to reach out to the communities she is involved in within Olmstead County as a whole, not just Rochester.</p> <p>If anyone has suggestions or would like to reach out to her, please let Becky know.</p> <p>Jordan has offered his assistance to put Sheila in contact with some of his contacts in that area.</p> 	
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Consultant Report (Karl Schuettler)	Action Needed
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<ul style="list-style-type: none"> ● FAM Tour <ul style="list-style-type: none"> ○ Six or seven of those involved were from GPS in some capacity- overall there was good participation and we are on their radar. ○ It was nice that we ultimately sponsored the breakfast to further engage with the group. ○ The experience and exposure was well worth the money spent. ○ Question: Are the site selectors the same each year? ○ They are varied, some will repeat. Two were from the metro area that we thought we could invite up for a site tour sometime. <ul style="list-style-type: none"> ▪ Minnesota Marketing Partnership Mtg- possible format changes for FAM tour were discussed- there is difficulty in attracting the desired groups. May look at having groups travel to the site selectors – Chicago for example. 	
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<ul style="list-style-type: none"> ● Monitoring the other projects that are going on- we will be rolling out the new website soon. ● January 12th there will be a Community Developers Luncheon- Jordan will send an email with more information. ● Heidi will also be holding a luncheon for Kanabec county- bring your laptop. ● Website analytics were reviewed yesterday. <ul style="list-style-type: none"> ○ Unique visits are flat but repeat visits and time spend on the site are both up. ○ In analytics on Tools for Business, are people clicking on that? Karl hasn't specifically looked at this but will for the future. ● Upgrades will continue to be made as needed. ● If you are googling search terms and think GPS should come up but they do not, let Karl know. 	
<p>Communication Plan Discussion (Karl Schuettler)</p>	<p>Action Needed</p>
<ul style="list-style-type: none"> ● Please see the accompanying Communication Plan document for details on each aspect of the plan. ● Other things discussed are letterhead improvements (header and footer with tagline and contact information)- these are things that aren't hard to do but haven't been identified as a need in the past. ● Advocacy Letters <ul style="list-style-type: none"> ○ There currently is not a process in place. ● Press Releases <ul style="list-style-type: none"> ○ Rick has helped with these in the past- we should be sending out a regular update or release of some sort. ○ Question: Should we be writing up an update or press release on the newly received donation? <ul style="list-style-type: none"> ▪ Yes. ○ We are also a newly approved benefactor of the St. Paul Foundation. ○ Rick and Doyle to take a look at this topic for further discussion and to make a determination. ● Email List Management <ul style="list-style-type: none"> ○ Becky S has done a lot of this work already. ○ We are creating a list that includes paying members. ● Newsletter <ul style="list-style-type: none"> ○ This is put together by Becky S. ○ Any members can contribute to the newsletter, not just marketing. ○ The process would be driven by marketing members. ○ Share as you have information so it can be plugged in. ○ Newsletter will be issued quarterly. ○ Question: Are we using anything like MailChimp or ConstantContact to manage newsletter distribution? <ul style="list-style-type: none"> ▪ Not currently, others have checked out "free" options in their businesses- we could utilize one of these services. ○ If people get used to submitting things, and we have more information to share, we could increase the frequency of the newsletter. 	

<ul style="list-style-type: none"> ● Site Selector Outreach <ul style="list-style-type: none"> ○ Submissions to the newsletters don't need to be anything complicated, can be simple like photos and so on. ○ Business profiles can be basic- Karl has templates. ● Social Media <ul style="list-style-type: none"> ○ Jordan is working on scheduling simultaneous posts for both platforms. ○ For Facebook, we have 83 likes/80 followers and are posting 2-3 times a week. ○ If your companies have Facebook or Twitter, please go like/follow/retweet our posts- you may also send content to be shared on the page. ● Broader Recruitment Discussion <ul style="list-style-type: none"> ○ Rush City is interested- if we had a packet or something to bring them, it would be very helpful. ○ We have always struggled with private sector memberships, the other regional partnerships have more players and deeper pockets, as well as people to assign to things. ○ Jordan's group is going out now visiting banks, credit unions and city halls to attempt to get more members. <ul style="list-style-type: none"> ▪ They can also bring along a GPS flyer and talk to someone at the bank about membership. ○ Question: Has anyone reached out to Frandsen? <ul style="list-style-type: none"> ▪ Yes, the local branch. ○ A reason that banks have dropped off could be that we have an expectation that our employees participate, and with that, you have faces that are recognized within the community. ○ We are competing with other organizations on those peoples' time- Lions Club, Sports and so on. ○ We have to approach it from the angle that being here allows for other opportunities and other channels that you can benefit from participating in this group- not frm the advertising side. ○ What we are trying to do with advertising is good, but not the main aspect. ○ Maybe with some of the banks, if they aren't going to show up every meeting to be a member, but can use our Tools for Business, we are making the connection. 	
Committee Reports	Action Needed
No new updates from Committee Reports.	
Other Business	Action Needed
<ul style="list-style-type: none"> ● Everyone should have received the email from Justin (CVN) with the (mapping) link. Rebecca can resend if need be. ● If there are any updates that we missed, please send them to Rebecca or Becky so they can be included with the minutes when they are sent out. 	

Next Board Meetings: November 17, 2017 at City of Hinckley.
December meeting (pending) would be December 15, 2017 at the City of Isanti.



Friday, August ~~11th~~, 2017 12/8/17
 Southview Golf Club - St. Paul, MN

Agenda

8:15-9:00am	Registration, Coffee & Rolls Sponsored by Steele-Waseca Coop Electric	
9:10am	Teknapack Mr. Fritz Johnson, CEO	
9:35am	TriCam Industries Mr. Jeff Skubic, CEO	
10:00am	Coffee Tree Group Mr. David Wiechmann, CEO	
10:25am	-- Networking Break -- Featured Participant: Townfolio	
11:15am	T-Stud Mr. Brian Iverson, CEO	
11:40am	CoCoa Compost Mr. Adam Brent, CEO Ms. Kathy Kennedy, Partner	
Noon	-- Complimentary Networking Luncheon -- Featured Participant: Mr. Jeff O'Brien - MicroBrew 101	
1:00pm	Network Medics Mr. James Matheson, CEO	
1:25pm	Teqnizan Ms. Rama Prasad, CEO	
1:50pm	Travel Graphics International Mr. Stuart Sellers, Founder Ms. Jennifer Wedel, CEO	

Preferred Partners

