



MINUTES OF THE REGULAR EDA MEETING

EDA Members Present: Russ Smith, Shelly Peterson, Dave Bjerkness, Mike Schultz, Ross Peterson

EDA/Ex-Officio Members Absent: Steve Micke, Roger Maki (EDA)

Ex-Officio Staff/Staff Members Present: Aaron Reeves, Holly Hansen, Al Cottingham (City); Kelly Zink (Cloquet Area Chamber of Commerce); Connie Christenson (Carlton County EDA)

CALL TO ORDER

President Ross Peterson called the meeting to order at 8:00 a.m.

ANNOUNCEMENTS, ADJUSTMENTS, CORRESPONDENCE AND OTHER

Ms. Hansen requested that the May financials be added to the agenda and Commissioner Schultz requested a discussion on 18th Street truck traffic between Cloquet Avenue and Avenue B be added to the agenda.

APPROVAL OF MEETING MINUTES

President Ross Peterson asked for any corrections or additions to the May 2, 2018 Meeting Minutes? Hearing none he asked for a motion.

Motion: Commissioner Bjerkness moved, and Commissioner Smith seconded, that the EDA approve the Meeting Minutes from May 2, 2018. (Motion passed 5-0.)

APRIL 2018 EDA FINANCIALS

Ms. Hansen reviewed the April 2018 cash balances and loans for the EDA. For the cash balances, she noted increases in Fund 201 and 203; no change in Fund 202, and a pending loan fund closure for Fund 204. She noted roughly \$20,000 in Fund 206 grant repayments, an operational deficit in Fund 207 which will be addressed structurally by the City for future years, and a fund closure for Fund 208 SCDP. She then referred the EDA to the draft SCDP Income Reuse Plan suggesting that since there was zero utilization in the West End that the pending pooled \$80,000 in grant repayments be tied to that district. She also shared feedback from the Council on the EDA's West End Plan and Media Strategy that they suggested the addition of two commercial parcels on Dunlap Island be added to the target area.

President Ross Peterson asked for a motion to approve the April 2018 Cloquet EDA financials.

Motion: Commissioner Shelly Peterson moved, and Commissioner Schultz seconded, that the EDA April 2018 financials be approved. (Motion passed 5-0).



President Ross Peterson asked for a motion to approve the SCDP Income Reuse Plan.

Motion: Commissioner Shelly Peterson moved, and Commissioner Bjerkness seconded, that the SCDP Income Reuse Plan be approved tying grant funding to the Advance West Loan Program’s target area of the West End Business District and two commercial parcels on Dunlap Island. (Motion passed 5-0).

MAY 2018 EDA FINANCIALS

Ms. Hansen distributed a staff report of the May financials and reviewed the cash balances and loans for the EDA. For the cash balances, she noted increases in Fund 201 and 203; no change in Fund 202, and final Fund closure for 204. She noted she was going to come back to this MIF Exception Discussion for Fund 204 seeking guidance from the EDA in a minute. She continued noting a pooling repayment balance in Fund 206, an operational deficit in Fund 207 which will be addressed structurally by the City for future years, and a fund closure for Fund 208.

Ms. Hansen noted that the MIF Exception (Fund 204 closure) was approved by the state (\$105,006.21 retained by the City as unrestricted). Ms. Hansen shared the letter from DEED and noted that these funds were unrestricted and available for “any lawful governmental expenditure.” She suggested to the EDA that since there are no project funds, nor any ongoing project funds available to the EDA that these be available for project use by the EDA. EDA members agreed and suggested that these be placed into Fund 201 A Loan Funding; Fund 201 B Capital/Project flexible funding (loan or project).

President Ross Peterson asked for a motion to approve the May 2018 Cloquet EDA financials, including making available the Fund 204 MIF Exception closure as EDA project flexible funding.

Motion: Commissioner Ross Peterson moved, and Commissioner Schultz seconded, that the EDA May 2018 financials be approved. (Motion passed 5-0).

ACTION ITEMS / PRESENTATION / DISCUSSION

Sappi 18th ST Discussion

Commissioner Schultz expressed concern that if neighbors have truck complaints on 18th Street that they are not directed to Sappi, that feedback is to go to City Engineering.

Business Park Signage Request

City Planner Al Cottingham provided a Cloquet Business Park signage request from Toy Barn. Since the EDA is the manager of the Cloquet Business Park this sign variance request is to be discussed with the EDA. Toy Barn is requesting off-site temporary signage, staff is recommending that be allowed for 60 days on the corner of Stark and North Hwy 33.



Secondly, Ms. Hansen discussed a Business Park entrance listing sign and provided a rendering and cost estimate from Todd Signs. EDA members stated the request seems too premature at this point with only a third business locating in the Business Park and to hold off at this time as the investment is not small.

West End Program

Ms. Hansen provided the EDA with an update on discussion with the Council on the proposed West End Program along with various suggestions to city policy for improvement. She shared that the Council suggested the Foundry parcel and Northeastern parcel be added to the program target area for Advance the West End. She distributed the Action Plan and Media Strategy to the EDA as they requested last month and reviewed that. EDA members suggested a late June press conference date be scheduled with the media.

DISCUSSION / CLOQUET EDA INFORMATIONAL UPDATES

Next meeting date

July 11, 2018

ADJOURNED 9:30 a.m.

Respectfully submitted,

Holly L. Hansen, Community Development Director