AGENDA ITEM _ 3A____

INVER GROVE HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING
MONDAY, NOVEMBER 9, 2020 – 8150 BARBARA AVENUE
****Via Zoom Video Conferencing ****

1 & 2 CALL TO ORDER/ROLL CALL The Economic Development Authority (EDA) of Inver Grove Heights met in regular session via Zoom Video Conferencing on Monday, November 9, 2020. President Piekarski-Krech called the meeting to order at 6:00 p.m. Present were Economic Development Authority Members Bartholomew, Dietrich, Perry, and Tourville, Executive Director Rand, Finance Director Hove, City Administrator Lynch, and Secretary Fox.

3. CONSENT AGENDA

A & B. Minutes and Disbursements

Motion by Tourville, second by Perry, to approve minutes from the August 10, 2020 Regular EDA Meeting, the September 14, 2020 Special EDA Meeting, the October 5, 2020 Special EDA Meeting, and the October 26, 2020 Special EDA Meeting, and disbursements from August 11, 2020 to November 9, 2020

4. REGULAR MEETING

A. Introduction of Natalie Mouilso, Business Advisor, Dakota County 'Open to Business ' Program

Heather Rand, Executive Director, introduced Natalie Mouilso, the City's business advisor for the 'Open To Business' program.

Natalie Mouilso summarized the services the program provides and the specific services she provided last quarter to IGH businesses. She explained that the program provides one-on-one confidential free assistance for small business owners and entrepreneurs. The program also provides direct loans and works in partnership with local banks to facilitate financing to small businesses. MCCD has a $10M loan portfolio, as well as a credit builder program that helps individuals rebuild their credit so they can hopefully get larger loans in the future. They also do policy and advocacy work. In 2019 they did 192 small business loans, created about 400 jobs in the communities they serve, provided 7,000 technical assistance hours, and ranked 90% for client satisfaction in terms of business advisor understanding skills and expertise. Regarding Inver Grove Heights specifically, in 2020 year-to-date 56 hours of technical assistance was provided to 9 unduplicated IGH businesses or residents. Of those 9 businesses or residents served, 5 were existing and 4 were in the planning stage. They have two active loans to IGH residents that they are servicing and providing technical assistance for. Since joining the 'Open To Business' program she has been focusing on outreach, networking, and marketing. She encouraged boardmembers to refer businesses to her directly and advised she works closely with the City in getting the word out about the program; business cards and brochures are available at City Hall. Because of COVID-19 she is scaling back in-person meetings as much as possible and has added virtual office hours. She has set aside time on Monday and Wednesday from 1-3 and on Friday 9:30-noon but is available outside those hours if preferred.

Boardmember Bartholomew commented that he appreciated the virtual office hours.

Boardmember Tourville asked Ms. Mouislo if she could set up a monthly reporting system so the EDA was aware of contacts, assistance, etc.

B. Consideration of Resolution Approving Issuance of RFP for Professional Planning Services for Small Area Plan

Heather Rand, Executive Director, asked the EDA to consider approving a resolution authorizing staff to issue an RFP for professional planning services to conduct a small area plan for portions of an area south

of Highway 55, east of the Eagan border, north of 86th Street W, and west of Alverno Avenue for the purpose of guiding future development. Much of this area is currently zoned residential and the City is getting many requests from property owners within that area that would like to sell, as well as from companies that wish to construct office warehouse in this location. This location is close to Highway 55 and Argenta Trail where there are existing office warehouse buildings. Staff recommends approval of the resolution authorizing staff to issue the RFP. This would require an additional EDA meeting to potentially approve a contract.

Boardmember Tourville supported the RFP for a small area plan.

Boardmember Piekarski-Krech asked if any property owners in that area had indicated they were interested in selling.

Ms. Rand replied in the affirmative, stating the City also received inquiries from some well-respected companies that develop office warehouse. Staff was not comfortable making a recommendation until background planning work had been done. She emphasized that a public process is needed so it is transparent and the adjoining property owners are given an opportunity to provide public input.

President Piekarski-Krech stated staff needs to be cognizant of the fact that there are a significant number of residential homes in this area and there was a lot of discussion about the impact the original office warehouse would have on this area.

Ms. Rand agreed that there were many different lands uses in this immediate area.

Motion by Tourville, second by Bartholomew, to Approve EDA Resolution 20-10 Authorizing EDA Staff to Issue an RFP for Professional Planning Services for the Purpose of Creating a Small Area Plan for a Portion of the City South of Highway 55 Near Argenta Trail.

Ayes: 5
Nays: 0 Motion carried

C. Consideration of Resolution Approving Issuance of RFP for Sale of 1805 -60th Street

Heather Rand, Executive Director, asked the EDA to consider a resolution authorizing staff to issue an RFP for the sale of a residential lot located at 1805-60th Street. She advised that the City purchased this blighted lot a few years ago, demolished the home, and staff is recommending that the EDA dispose of the property to a private party to construct a new house on this residential property. She recommended that they issue an RFP. Individuals submitting a proposal must indicate the proposed purchase price and demonstrate the financial ability to construct a home on this property and to pull permits within 12 months. To guide what the residential lot is currently valued at, EDA staff has engaged with a professional land appraiser and will provide the land appraisal report when it becomes available. Because the appraisal will likely not be available for a month or so, she suggested that they approve this tonight but direct staff to remove any dates that in the RFP and update it once the appraisal becomes available. Technically the property is owned by the City, not the EDA. She recommended that at the November 23, 2020 City Council meeting they approve a resolution conveying the property to the EDA. This would allow the dollars to flow back into the EDA budget so they could use those funds for future EDA activities, such as purchasing another blighted property.

Boardmember Tourville asked what fund the costs for the initial purchase, demolition, etc. came out of.

Joe Lynch, City Administrator, advised that the Host Community Fund paid for the acquisition of the property; his recollection was that the purchase price was approximately $140,000. After demolition, environmental investigation, and closing costs the total was close to $200,000.

Boardmember Tourville stated that in 2021 the City Council could decide whether it should be paid back to the Host Community Fund or put into the EDA.

Motion by Bartholomew, second by Tourville, to approve EDA Resolution 20-11 Authorizing EDA Staff to Issue an RFP for Sale of Residential Lot Located at 1805-60th Street, with direction that the dates be removed and the correct information inserted once the appraisal is available.

Ayes: 5
Nays: 0 Motion carried

5. NEXT MEETING – The next Special EDA Meeting will be December 14, 2020 at 6:00 p.m.

Boardmember Tourville asked if a second round of CARES funding was available.

Ms. Rand replied in the affirmative, stating that Dakota County recently approved additional funding. They are doing a special grant round for businesses that have not been funded to date.

6. ADJOURNMENT: Motion by Perry, second by Bartholomew, to adjourn. The meeting was adjourned by unanimous vote at 6:29 p.m.