

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
February 13, 2023**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, February 13, 2023.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Ashlee Mueller, Kenny Nelson, Duane Poppe, and Mark Schulz.

Members absent: None.

Staff present: Executive Director Riley Grams and City Attorney Mary Tietjen.

2. OATH OF OFFICE

City Attorney Tietjen administered the Oath of Office to Duane Poppe, Mark Schulz and Deanna Burke. A round of applause was offered by all in attendance.

3. ELECTION OF EDA OFFICERS

Grams requested the EDA elect a President, Vice President, Treasurer and Assistant Treasurer for 2023.

A motion was made by Mueller, seconded by Schulz, to elect Duane Poppe as President for 2023. The motion carried 7-0.

A motion was made by Mueller, seconded by Schulz, to elect Mark Schulz as Vice President for 2023. The motion carried 7-0.

A motion was made by Mueller, seconded by Schulz, to elect Harold Johnson as Treasurer for 2023. The motion carried 7-0.

A motion was made by Mueller, seconded by Schulz, to elect Teresa Aho as Assistant Treasurer for 2023. The motion carried 7-0.

4. APPROVAL OF AGENDA

A motion was made by Schulz, seconded by Mueller, to approve the Agenda as presented. The motion carried 7-0.

5. APPROVAL OF MINUTES – DECEMBER 12, 2022

A motion was made by Mueller, seconded by Aho, to approve the minutes of December 12, 2022, as presented. The motion carried 7-0.

6. MATTERS FROM THE FLOOR – None
7. PUBLIC HEARINGS – None
8. ACCOUNTS PAYABLE

Grams presented the EDA Accounts Payable listing.

Johnson requested further information regarding the Hall Sweeney expenses. Grams explained staff was aware of the fact the expenses were over \$10,000 and staff has been in communication with Mr. Sweeney regarding this matter. He noted the City would be made whole on these expenses.

Johnson did not support the EDA paying \$10,000 to Hall Sweeney at this time. Further discussion ensued regarding the Hall Sweeney expenditures.

Johnson recommended the Hall Sweeney language be corrected to show that these were for second half 2022 payments.

A motion was made by Johnson, seconded by Mueller, to approve the Accounts Payable. The motion carried 7-0.

9. OLD BUSINESS – None
10. NEW BUSINESS

A. DISCUSS EDA GOALS FOR 2023

Grams stated the EDA should consider a working list of goals and/or projects that the Authority believes should be considered in 2023. Staff reviewed a running list of goals that was maintained throughout the last 12+ months. Grams requested the EDA discuss these ideas and provide staff with direction on how to move forward.

Burke questioned what percentage of an EDA tax levy Staff was proposing. Grams explained there was a formula the City would have to follow if an EDA levy were to move forward. He indicated Staff would work with Ehlers on this matter. He stated if the EDA were to move forward with a levy, input from the public would be requested. City Attorney Tietjen advised an EDA tax levy must not be more than 0.01813% of the estimated market value for properties.

Johnson indicated the EDA is allowed to take from TIF revenues, provided the EDA can show expenditures to off set the revenues. Grams reported the EDA can take up to 10% for

administrative expenses for TIF districts. He noted actual administrative time was to be tracked for TIF districts.

Johnson stated he would be willing to provide any member of the EDA with a tour of the Realife property.

Nelson commented he would be interested in reviewing City laws or ordinances that impact businesses in order to increase efficiencies. He stated if the Hall Sweeney project did not move forward, the EDA should consider purchasing this land for future redevelopment. He suggested the EDA consider hosting a shop Osseo day and recommended this event be held on a Tuesday, so it could coincide with a Music/Movie in the Park. He supported the EDA meeting every other month if there were not items to discuss in order to save money.

Aho explained she supported the EDA completing a business survey. Grams stated staff could try to complete this inhouse by sending letters and surveys to local business owners. He indicated a subcommittee of the EDA could be formed to assist with this project.

Johnson asked if the City was receiving complaints about parking on Central Avenue. Grams stated typically the two areas of concern were with the 24 hour parking but noted the City does a good job to track these vehicles. He noted the other concern was with student parking during school hours.

Further discussion ensued regarding how snow removal should be managed along Central Avenue.

Nelson suggested Staff create a pamphlet highlighting the downtown area of Osseo that would encourage future developers to choose Osseo.

11. REPORTS OR COMMENTS: Executive Director, President, Members

Johnson thanked Commissioner Nelson for bringing forward his ideas at this meeting. He reiterated that he was willing to provide the EDA with a tour of the Realife property at a future meeting.

12. ADJOURNMENT

A motion was made by Johnson, seconded by Aho, to adjourn at 6:47 p.m. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial