

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
January 13, 2020**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, January 13, 2020.

Members present: Teresa Aho, Deanna Burke, Harold E. Johnson, Sherry Murdock, Duane Poppe, Mark Schulz, and Larry Stelmach.

Members absent: None.

Staff present: Executive Director Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: None.

2. ELECTION OF OFFICERS

Executive Director Riley Grams stated each year the EDA elects officers. He reviewed a list of the positions, along with who occupied those positions in 2019, and requested the EDA make appointments for 2020. He explained historically he has served as the Executive Director and City Clerk LeAnn Larson has served as the Secretary.

Schulz supported Poppe serving as the EDA President for 2020.

Johnson supported this recommendation.

Stelmach stated he would support Johnson serving as the Treasurer and Schulz serving as the Vice President. He recommended Aho serve as the Assistant Treasurer.

A motion was made by Stelmach, seconded by Murdock, to elect the EDA officers as follows:

President	Duane Poppe
Vice President	Mark Schulz
Treasurer	Harold E. Johnson
Assistant Treasurer	Teresa Aho
Executive Director	Riley Grams
Secretary	LeAnn Larson

The motion carried 7-0.

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES – DECEMBER 9, 2019

A motion was made by Schulz, seconded by Murdock, to approve the minutes of December 9, 2019, as presented. The motion carried 7-0.

5. MATTERS FROM THE FLOOR – None.

6. PUBLIC HEARINGS – None.

7. ACCOUNTS PAYABLE

Grams presented the EDA Accounts Payable listing.

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

8. OLD BUSINESS – None.

9. NEW BUSINESS

A. REVIEW CHAMBER OF COMMERCE OPTIONS

Grams stated the North Hennepin Area Chamber of Commerce ceased operation in early 2018. Since that time, the City of Osseo has not joined any local chamber of commerce or similar group in promotion of the City. He explained the City has several options, such as joining the TwinWest or I-94 West Chamber of Commerce. He requested the EDA provide him with direction on how to proceed.

Stelmach supported the EDA hearing from each of the chambers of commerce to better understand what would be gained from the organizations.

Schulz explained TwinWest was a large chamber located in St. Louis Park. He expressed concern with the fact this organization slighted Osseo within its literature. He stated he did not want to hear from this organization. He believed the I-94 West Chamber had cities that were closer in size and more like Osseo.

Murdock stated she had the same opinion especially when it came to the additional fees that were charged by TwinWest.

Johnson commented he was active in the North Hennepin Chamber years ago. He indicated the City cannot belong to a chamber of commerce but noted the EDA can. He stated he would rather see the City put funding towards the local organization Explore Osseo versus towards either of the chambers.

Burke explained that after speaking with several local business owners she does not have a favorable opinion of either chambers. She did not support the City joining a chamber of commerce group.

Aho agreed. She noted she was formerly a member of the North Hennepin Area Chamber of Commerce and did not see any positive reasons to remain with this organization.

Schulz anticipated the EDA could create value if someone was willing to attend the chamber of commerce events. He explained he would be comfortable with the EDA joining the I-94 West Chamber. He believed if the EDA was active with a chamber, networking opportunities would benefit the City.

Aho stated she could support the EDA committing to one of the chamber groups for a year and reassessing the value of the organization after that time.

Grams suggested the I-94 West Chamber of Commerce be invited to attend the next EDA meeting to provide a presentation.

B. APPROVE MUNICIPAL ADVISOR CLIENT DISCLOSURE AGREEMENT WITH EHLERS

Grams explained Ehlers is registered as a Municipal Advisor and required by the Municipal Securities Rulemaking Board (MSRB) to provide various disclosures including potential conflicts of interest, scope of services, compensation, and other disclosures detailing its obligations and responsibilities to municipal clients. These disclosures must be provided to the EDA prior to or upon Ehlers engaging in any municipal advisory activity. To comply with this requirement, Rebecca Kurtz has asked the Osseo Economic Development Authority to approve the Municipal Client Disclosure Agreement.

Grams stated this annual Disclosure Agreement allows Ehlers to provide uninterrupted municipal advisor advice through December 31, 2020. Under this disclosure and at no charge, Ehlers can answer the City's municipal advisory questions, analyze refunding opportunities, and provide preliminary debt issuance planning advice. If any preliminary debt issuance planning advice the City requests results in a debt issuance, Ehlers will then provide a separate scope of service and fee disclosure for that specific project.

A motion was made by Schulz, seconded by Stelmach, to approve the 2020 Municipal Advisor Client Disclosure Agreement with Ehlers & Associates. The motion carried 7-0.

C. DISCUSS BUSINESS FORUMS

City Planner Nancy Abts stated an in-person business forum can provide many opportunities. It allows businesses a chance to network and provides an opportunity for in-person information gathering (e.g., suggestions for needed improvements). It also will be an opportunity for City officials to share information with businesses (e.g., police & public safety information, promote the BR&E survey).

Abts explained a catered breakfast event is suggested. Of the EDA newsletter subscribers, most respondents prefer weekday events, but there's not a clear preference for time of day. A morning event (similar to "prayer breakfasts" or the North Hennepin Chamber Northwest Development Showcase in 2008) could allow attendees to participate before starting their regular workday.

Abts reported staff suggests the EDA select a date (and possibly a time) in late February for the event. The Community Center is currently available on Tuesday and Thursday mornings, so February 18 or 20 are possible dates. Starting at 7:30 a.m. would allow time for breakfast & coffee prior to a 7:45 a.m. program, with the event wrapping up before 9:00 a.m. Event announcements and invitations can be prepared and plans for the forum can be finalized.

Schulz supported the Business Forum being held in the morning. The EDA agreed.

Schulz stated he would be willing to assist with planning this event.

Aho reported she was also interested in helping plan the business forum event.

Johnson recommended staff speak to representatives from DEED or with Hennepin County to come up with program ideas.

The EDA supported the first business forum be held on Thursday, February 20, at 7 a.m.

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

Abts reported the Ehlers Public Finance Seminar would be held on February 6-7. She encouraged EDA members to RSVP to her if interested in attending.

Burke reviewed the ad that was placed in the Yellow Tree Theatre pamphlet and stated she believed it turned out very nice.

Stelmach wished everyone a Happy New Year.

11. ADJOURNMENT

A motion was made by Schulz, seconded by Stelmach, to adjourn at 6:38 p.m. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial