

**MEETING OF THE
DULUTH ECONOMIC DEVELOPMENT AUTHORITY
Wednesday, January 27, 2016 - 5:15 p.m.
COUNCIL CHAMBERS, THIRD FLOOR CITY HALL**

MINUTES

Call To Order: The January 27, 2016, meeting of DEDA was called to order by President Norr at 5:15 p.m.

Present: Nancy Aronson Norr, Craig Chilcote, Zack Filipovich, Jay Fosle, Elissa Hansen, Megan Haserodt, Tim McShane

Others Present: Bob Asleson, Joan Christensen, Bronwyn Lipinski, John Ramos, Heather Rand, Heidi Timm-Bijold

APPROVAL OF MINUTES: December 16, 2015. Accept as written. Vote: Unanimous McShane/Haserodt (7-0)

President Norr welcomed new commissioners Elissa Hansen and Zack Filipovich, and returning Council representative Jay Fosle.

RESOLUTIONS FOR APPROVAL

NEW BUSINESS

1. RESOLUTION 16D-01: RESOLUTION ELECTING OFFICERS FOR THE YEAR 2016

Discussion: McShane nominated Norr for President, McShane for Vice-President, Filipovich for Secretary, and Fosle for Treasurer.

Vote to Approve Resolution 16D-01: Passed Unanimously McShane/Chilcote (7-0)

2. RESOLUTION 16D-02: RESOLUTION ADOPTING A SCHEDULE OF REGULAR MEETING DATES FOR THE YEAR 2016

Vote to Approve Resolution 16D-02: Passed Unanimously Filipovich/Hansen (7-0)

3. RESOLUTION 16D-03: RESOLUTION AUTHORIZING AN AGREEMENT TO INSURE CERTAIN DEDA PROPERTY UNDER THE CITY OF DULUTH'S PROPERTY AND BOILER INSURANCE POLICIES IN AN AMOUNT NOT TO EXCEED \$16,975

Staff: Rand explained that this is a property insurance policy needed every year to include the Temple Opera, NorShor Annex and MRO buildings. After the NorShor

Theatre is sold, DEDA will be reimbursed for insurance money designated for NorShor.

Vote to Approve Resolution 16D-03: Passed Unanimously Haserodt/Filipovich (7-0)

4. **RESOLUTION 16D-04: RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CITY OF DULUTH PROVIDING FOR PARTICIPATION BY DEDA IN THE CITY'S SELF-INSURANCE PROGRAM FOR 2016 IN AN AMOUNT NOT TO EXCEED \$7,210**

Staff: Rand said that this is another annual insurance policy for liability coverage for DEDA controlled and managed properties.

Vote to Approve Resolution 16D-04: Passed Unanimously Filipovich/Chilcote (7-0)

5. **RESOLUTION 16D-05: RESOLUTION AUTHORIZING A FIRST AMENDMENT TO AN ESCROW AND DISBURSEMENT AGREEMENT WITH PIER B HOLDING, LLC AND FIRST AMERICAN TITLE D/B/A CONSOLIDATED TITLE AND ABSTRACT COMPANY**

Staff: Timm-Bijold said this amendment will allow the developers to pay the contractor responsible for the stabilization of the slip wall in Lot D in two disbursements instead of one; one disbursement now for work completed in 2015, and the second will be upon project completion in the spring.

Discussion: Chilcote asked about invoicing for work done versus work yet to be completed. Timm-Bijold said the invoice will be for time and materials already completed, but escrow does not require that detail. Norr asked about any possible cost increases due to delays. Timm-Bijold said they have not reported any over budgeted items, but the developer would cover any overage costs.

Vote to Approve Resolution 16D-05: Passed Unanimously McShane/Filipovich (7-0)

6. **RESOLUTION 16D-06: RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN ACCESS LETTER RELATING TO ENVIRONMENTAL ASSESSMENT ACTIVITIES AT THE FORMER UNITED ATLAS CEMENT PLANT SITE**

Staff: Timm-Bijold explained that this resolution will allow assistance from the EPA for help with the localized high pH storm water problem on the Atlas site. The EPA has a firm under contract who will build whatever is needed once a solution is found for the problem.

Discussion: Haserodt asked if DEDA will have access to the information, and Timm-Bijold said yes, DEDA will own the information. There is no grant agreement and the EPA will only want the signed access letter and a written request of assistance. Norr

asked if DEDA is obligated to address any issues they may find. Timm-Bijold said that the area they will be accessing is a known portion of property that will always be owned by DEDA because it is not able to allow any construction.

Haserodt asked if there is a list or map of DEDA properties. Timm-Bijold mentioned that Scharnberg and Hale have access to this information and can make it available to commissioners.

Filipovich asked if there will be other EPA grant possibilities for Atlas. Timm-Bijold said that once results are available, that possibility will be reviewed. Fosle asked if the water is freestanding water or if it comes up from the ground. Timm-Bijold said it is a little bit of both, but the purpose of this action is to make sure there is no free standing water and to make sure high pH water never leaves the site. Fosle asked if anyone has been interested in the Atlas property, and Timm-Bijold said that there has been some recent interest but in the southern part of the site.

Vote to Approve Resolution 16D-06: Passed Unanimously Filipovich/Haserodt (7-0)

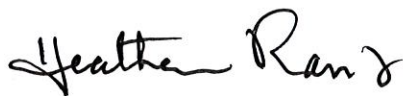
DISCUSSION

1. DIRECTOR'S REPORT

- A) The February DEDA meeting will hopefully include the NorShor Theatre agreements.
- B) A new commissioner orientation may be a possibility, or some of the information could be worked into regular meetings. Commissioners can email Rand with suggestions for topics.
- C) At last month's DEDA meeting commissioners McShane and Chilcote offered to look into DEDA financials and a new way to present the budget, and Rand is hoping to set this up for the end of February.
- D) A strategic plan working session could be scheduled for DEDA this spring.

ADJOURNMENT: President Norr adjourned the January 27, 2016 meeting of the DEDA at 5:55 p.m.

Respectfully submitted,



Heather Rand
Executive Director

bel