



The website is due to be revised. The hope is to have a committee to work on the website.

Mr. Welter asked if there is a need not being met which warrants researching what Piwik can do. Is there something the EDA wants to do right now but can't do? Ms. Winter didn't know of anything. If something needs to be solved, then yes move forward to determine what capabilities are available to help solve the problem. However, in the absence of that, the question is are there capabilities in the system not being utilized, what are they, and would they provide some value that the EDA has not thought of in the past. Basically, if Ms. Winter can find out what parts of Piwik are not be utilized, and what information it would provide, then it could be determined if it would provide value to the EDA. It would be ideal if the program could provide community development visits or Planning Commission visits or something that relates to the EDA. This information would be provided through the geo stats.

Ms. Winter stated she will bring more information to the next meeting.

Senior Housing Project Study information was the next item reviewed. The purpose of this initial assessment is to broadly assess the depth of demand for senior housing in the local area to determine if potential exists to support a new development. Thus, the findings are preliminary and should be viewed in that light. A full market feasibility study would more closely examine factors such as the desirability of the subject site and the performance of competitive buildings, both of which may impact demand.

Ms. Winter shared the parameters of the report – Primary Market Area Definition, Demographic Analysis, Senior Housing Supply, Senior Housing Demand Calculations with a Demand Summary.

It was asked why the different levels of care for independent living didn't include the City of Ham Lake and the City of Oak Grove. Ms. Winter will check why these cities were not included.

The City has met with different parties that have an interest in senior housing and has also shared this study's information. However, it has not been marketed.

#### 5. Discussion on EDA Bylaws

The City of East Bethel formed an Economic Development Authority in 2008 and created an official set of By-laws in 2008, modified in 2011 and again in 2013. It is time to review the EDA by-laws and discuss what changes, if any, should be made.

- Per the EDA State statute, the East Bethel EDA board is comprised of seven citizens of which two are city council members, each having a six-year term.
- The EDA levy is set by the city and is part of the city's general levy.
- Under State statutes, EDAs are authorized to make business loans,

however, the East Bethel EDA was not set up to make loans.

- EDAs can acquire property and facilities but cannot issue debt without an election. The East Bethel EDA does not own any property and is not authorized to issue any debt.
- EDAs can participate with private investors and provide seed funds for businesses. The East Bethel EDA currently does not have that authorization.
- The East Bethel EDA functions like a commission in that it is an advisory/recommending board.

The City recently purchased 14.4 acres of valuable property located north of the ice arena for \$165,000; list price was \$180,000. If the property is not used by the City, it can be sold later. City staff will be exploring various uses for the property.

Mr. Davis reviewed what the EDA currently can do to fully exercise its authority. He also reviewed actions that the City can do, but the EDA cannot do in terms of acquiring, purchasing, and disposing of property. With the current by-laws, the EDA cannot negotiate real estate transactions without doing it in an open meeting, etc. Having the ability to negotiate in a closed meeting prevents others from acting on the same purchase.

Advantages of having the EDA involved in property purchases are:

- 1) Developers can work with the EDA vs. city staff, i.e. EDA does the footwork and then makes a recommendation to City Council. This would require the EDA and City Council working closely.
- 2) EDA would have authority to do its own marketing.
- 3) EDA can dispose of property in a quicker manner with less restrictions and greater flexibility.

The City can transfer property to the EDA if the By-laws provide for it. Mr. Welter believes this is a good idea if it makes the process smoother. However, he believes coaching will be needed for what to focus on.

Suggested wording for proposed changes to the by-laws will be brought to a future meeting for a vote.

In the current by-laws, Section 3.1 Annual Meeting states “*The annual meeting of the Board shall be held the second regular City Council meeting date at 7:00pm of the month of January in each year.*” It was asked how this is met. This is met when the EDA President gives its annual report to the city council.

Ms. Winter will verify if it is specified in State statute whether an annual review of the bylaws is required. If not, it needs to be clarified in the bylaws. It was suggested review of the EDA bylaws be done on an annual basis at the same time the budget is discussed.

6. City Council Report and Other Business      Council member Harrington reported:
- City Council approved the following:
    - Site Plan for Abrasive Specialists, Inc.
    - Sunrise River Watershed Management Organization (SRWMO) 2019 budget
  - April 17 will be the spring Town Hall meeting

No applications have been received for the open EDA seat. The open seat information is emailed to Chamber of Commerce members.

8. Adjourn      **Mr. Bezanson moved and Mr. Butler seconded to adjourn at 7:53 pm. Motion carried.**

Respectfully submitted,

Gail Gessner, Recording Secretary  
Submitted 4/1/18