

**CITY OF LAKE ELMO  
ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
October 28, 2021**

**Call to Order/Roll Call**

Vice President Gaertner called the meeting to order at 6:05 P.M.

**PRESENT: Mark Gaertner, Linda Larson, Jeff Holtz, Charles Cadenhead, and Tom Triplett.**

**ABSENT: Paul Ryberg**

Staff Present: City Administrator Handt

**Approval of September 30, 2021 Minutes:**

Motion by Triplett, seconded by Larson to approve the September 30, 2021 minutes. Motion passed 5-0.

**Business Subsidy Policy**

Handt presented the draft version based upon the Cottage Grove template and feedback from commission and legal. The commission discussed whether more than one objective should be required. They settled on requiring two or more. The priorities in 4.2C were discussed. Since most people think of the Old Village as including the Elmo Station and Civic District, those three were combined into the first priority. The language will also indicate the priorities are for development and redevelopment opportunities. The commission also discussed the number of jobs required, specifically full time benefit jobs. Some felt one job was too low of a threshold. Handt explained just because a business creates on job doesn't automatically mean they get a subsidy. There was discussion about tying the number of jobs to the amount off the increment as some other cities do. Ultimately, the commission decided to leave it at one FTE to allow for the greatest flexibility but expressed it was unlikely that a subsidy would be provided for just one FTE. The commission discussed the wage floor being set at 200% of State of MN Minimum Wage and kept that language acknowledging that each agreement can be negotiated for more. Commissioner Larson asked about 4.2.C.5 regarding entertainment venues. While it was noted they may bring lower wage jobs and have a greater chance for failure, the commission left it in to allow for flexibility and felt more comfortable with a pay-go approach of funding to minimize risks. Motion by Cadenhead, seconded by Triplett to recommend, as amended, the Lake Elmo Business Subsidy Policy to the City Council for adoption." Motion passed 5-0.

**Business Retention and Expansion Program**

Handt presented the draft BR&E program Chris Eng drafted and noted we have a list of over 470 business in Lake Elmo. Handt asked how the commission would like to prioritize meeting with businesses. Larson mentioned not doing home based businesses and then prioritizing larger employers. Gaernter shared when he was involved in a BR&E program in Oakdale they targeted the newest businesses first. They also included an EDA member and a Council member in their visits. The list will be revised based upon the feedback and brought to the next meeting where commissioners can divide up the list to plan visits in 2022.

**Lake Elmo EDA 2021-2023 Work Plan**

Handt shared that the work plan was sent back to the EDA by the council over concerns that it was a lot to get completed with limited resources. Handt suggest cutting back on some of the items and

meeting quarterly or waiting to have a work session with the council. The commission reviewed the goals and agreed to keep the BR&E for 2022. Goal two about developing data would be moved to 2023 and goals 3 and 4 would be combined for 2024. The commission also mentioned reviewing the work plan each year even though it was a multi year plan. Handt will update the documents discussed and bring back to the next meeting.

**Next Meeting Date/Future Agenda/Reports**

The next meeting will be Tuesday, February 15, 2022 at 6pm. The agenda will include the BR&E Program and updated work plan.

**Adjourn**

Motion by Larson, seconded by Cadenhead to adjourn. Motion passed. Meeting adjourned at 7:17 P.M.

Respectfully Submitted,  
Kristina Handt