

**CITY OF LAKE ELMO
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
May 17, 2022**

Call to Order/Roll Call

Mayor Cadenhead called the meeting to order at 6:06pm.

PRESENT: Jeff Holtz, Charles Cadenhead, Ninna Waldoch and Tony Manzara. Paul Ryberg arrived at 6:24pm.

ABSENT: Linda Larson,

Staff Present: City Administrator Handt

Election of Officers:

Motion by Cadenhead, seconded by Manzara to nominate Paul Ruberg as President. Motion carried.
Motion by Manzara, seconded by Cadenhead to nominate Tony Manzara as Vice President. Motion carried.

Motion by Cadenhead, seconded by Waldoch to nominate Ninna Waldoch as Assistant Treasurer. Motion carried.

Motion by Cadenhead, seconded by Holtz to have City staff (Kristina Handt) serve as Secretary and Treasurer. Motion carried.

October 28, 2021 and February 15, 2022 Minutes:

Minutes were accepted as presented.

Business Retention and Expansion (BRE) Survey Updates

Some members have not yet begun contacting businesses but they have identified those they will contact. Waldoch and Manzara met with a number of businesses. Folks working in offices without the need to expand seemed happy with city services. Others who have land and need changes or expansions commented they have challenges with the city process for things like CUP, IUP, etc.

Manzara offered to manage the list of business contacts and will send out regular updates noting who contacted which business and if they have completed the visit/survey.

Paul Ryberg joined the meeting.

2023 Budget Requests

Handt gave an update that Washington County CDA will be completing regional labor market studies and Lake Elmo will fall within the one between TH 36 and I-94. There is no local contribution required to participate.

The commission discussed whether additional staff was needed or if a consultant could fill the needs. Items that a consultant might cover if hired would be staffing the EDA meetings, community development and promoting activities within the city. Estimated costs for 40 hours a month was \$85-95,000 annually. The commission asked that Chris Eng be invited to their next meeting to help them identify what tasks a consultant could help with and what should be included in a Request for Proposals for such work.

Solar Farm on City Landfill Property

Manzara provided updates in the packet about the folks he had talked to. He would like permission to bring folks to the site to make sure it would work from a technical perspective and mentioned he may need to talk to the city attorney. It was mentioned that Anderson windows is looking for a solar project to obtain carbon credits. Ryberg mentioned he would reach out to the U of M about carbon sequestration.

Future Agenda/Reports

The next meeting will be Tuesday, August 16th at 6pm. Agenda topics will include a discussion on what they want in a consultant and an invitation will be extended to Chris Eng for this. Commissioners will also provide BRE updates.

Adjourn

Meeting adjourned at 6:50 P.M.

Respectfully Submitted,
Kristina Handt