

CITY OF ANOKA  
ECONOMIC DEVELOPMENT COMMISSION  
MEETING MINUTES  
JANUARY 13, 2022

Call to Order: Chairperson Finn called the EDC meeting to order at 7:08 a.m. at Anoka City Hall, 2015 First Avenue North in the City of Anoka.

Roll Call: EDC Members present were: Mathew Finn, Jeff Lee, Curt Rekstad, and Julie Smith. EDC members absent were: Quinn Garrick, and Taylor Rude. Staff present: Community Development Director Doug Borglund

Approval of Minutes: Chairperson Finn noted that no action would be taken on the minutes.

Mr. Borglund noted that the group met informally in December, so minutes were not drafted.

HOLD ANNUAL MEETING:

Election of Officers: Mr. Borglund noted that this action needs to occur at this meeting, so it can go forward with the members present.

MOTION BY COMMISSIONER LEE, SECONDED BY COMMISSIONER REKSTAD, TO APPOINT MATTHEW FINN TO THE POSITION OF CHAIRPERSON.

MOTION BY COMMISSIONER FINN, SECONDED BY COMMISSIONER LEE, TO APPOINT CURT REKSTAD TO THE POSITION OF VICE CHAIRPERSON.

Nomination to Parking Advisory Board: Mr. Borglund noted that this group meets quarterly.

Commissioner Smith noted that she would be willing to continue to serve in that role.

MOTION BY COMMISSIONER LEE, SECONDED BY COMMISSIONER FINN, TO APPOINT JULIE SMITH TO THE PARKING ADVISORY BOARD. MOTION CARRIED.

Review Enabling Ordinance: Mr. Borglund stated that the enabling ordinance allows this Board to exist and then there are bylaws. He noted that there is a minimum of five people stated to hold a meeting and suggested changing that to state simply majority as they have struggled with membership.

Chairperson Finn stated that he would suggest using three people as the minimum number.

Mr. Borglund stated that he can bring back a resolution for the Commission to consider amending that regulation. He commented that nine members is a lot of people and perhaps that should also be amended as well. He explained that this group was created when the industrial park was being created in the early 1980's and 1990's and therefore it made sense to have more members at that time.

Commissioner Lee commented that it would seem to make sense to align with the number of members of the City Council.

Chairperson Finn commented that it would be great to have representation from different areas of the community or representing different segments of the population.

Mr. Borglund agreed that it would be helpful to have representation from the downtown businesses. He stated that the Jackson Street project will be a big deal and noted that process will begin soon.

Commissioner Lee commented that nine members would be a good number if the intent is to have representation from all those different segments. He asked if that would impact the ability to reduce the number of members needed to hold a meeting.

Mr. Borglund commented that if the total number of members is nine, five members would be required for a quorum. He stated that he would follow up with the City Clerk to gain input on the adjustments that could be made in order for the Commission to conduct its business. He noted that other groups have experienced similar challenges with membership and attendance and made similar adjustments. He suggested that someone reach out to the owner of 10K to determine if he would have interest in joining the Commission as that would provide a voice for the downtown business owner community.

Chairperson Finn commented that he feels like perhaps one of the reasons they struggle to maintain membership is that people sometimes get involved and then do not feel the Commission has influence or do not feel that their actions add value. He asked if there is anything more the Council would like to see from the Commission that could add value.

Mr. Borglund stated that groups like the Planning Commission and Park Commission have a clear purpose and intent and noted that the Park Commission even holds a budget. He stated that there could be a goal to have a joint meeting with the City Council and the group could further discuss the purpose of the EDC. He stated that perhaps there is a role the EDC could play in the golf course and also believes the EDC should be involved in the changes for the downtown.

Chairperson Finn stated that perhaps the EDC could be a point of contact for the golf course and for different things in the downtown, like the boats that have been discussed. He noted that the EDC could then make a recommendation or presentation to the Council.

Mr. Borglund suggested starting with a joint meeting with the City Council, which he believed could be scheduled for March. He stated that the intent of the EDC as it is stated is to be a liaison to the businesses. He noted that the group could talk about the work that it has done and also discuss other ideas such as the East River Road corridor, golf course, and downtown area. He encouraged the members to reach out to people in the community that may be interested in joining the Commission.

Commissioner Lee stated that he would suggest reducing the members to seven with at least three members to be considered a quorum.

Review Bylaws: No additional discussion.

Review Meeting Schedule: Mr. Borglund stated that he drafted the proposed schedule for 2022.

Chairperson Finn commented that he would prefer to keep meeting on the second Thursday of the month as they have done. He asked that the time be adjusted.

Mr. Borglund stated that he would propose holding the annual enterprise park meeting at the end of March and would suggest holding a development bus tour in June. He stated that a cablecast meeting should also be planned for 2022 as that has not been done for the past few years. He stated that in the past the EDC was involved in a golf tournament but that morphed into a pro am event and the EDC involved was no longer needed.

Chairperson Finn commented that he has another Board meeting in the evening on the second Thursday of the month.

Mr. Borglund confirmed that he would prefer a morning meeting.

It was the consensus of the Commission to change the meeting time to 8 a.m.

**MOTION BY COMMISSIONER LEE, SECONDED BY COMMISSIONER REKSTAD, TO CHANGE THE MEETING TIME TO 8:00 A.M. MOTION CARRIED.**

Establish Subcommittees: No comments.

Appoint Chamber Liaison and Discover Anoka Liaison: The meeting times for the Chamber of Commerce and Discover Anoka were reviewed.

Commissioner Lee commented that while it would be nice to have a Commissioner attend a meeting on occasion, he questioned whether a liaison was needed. He stated that perhaps rather than requiring attendance at the meeting, the liaison speaks with the Chairperson to receive an update.

Mr. Borglund noted that the liaison could also review the minutes from the meeting.

Commissioner Lee commented that he would be happy to be a liaison for Discover Anoka if he would not have to attend the meeting.

Mr. Borglund confirmed that the update could be gained by reading minutes or speaking with a member of the group.

Commissioner Smith also suggested inviting members from those groups to the EDC meetings to provide updates.

Chairperson Finn commented that the same person runs the Chamber of Commerce and Discover Anoka meetings, therefore it would be easy to touch base with that person to obtain minutes from the meetings. He noted that it could be more valuable to attend the Discover Anoka meetings.

Commissioner Lee stated that he would not want to commit to attending the meetings but could obtain minutes to provide an update in that manner.

OLD BUSINESS:

None.

NEW BUSINESS:

Move EDC Regular Meeting Time: No additional discussion.

EDC 2022 Goals/2021 Accomplishments: Chairperson Finn commented that some of the goals from the previous year could carry over into 2022. He asked for input on the accomplishments of 2021.

Commissioner Lee stated that they did follow up on the outstanding items from the fall of 2020.

Chairperson Finn noted that there was good attendance at the ribbon cutting events. He believed that the group supported the COVID efforts of the City, including outdoor seating and firepits. He stated that they held as many meetings as possible. He believed one of the biggest goals going forward would be to fill the vacant positions. He stated that another accomplishment would be the recommendation for the golf course.

Mr. Borglund noted that has not yet happened as the Commission has not had the attendance to pass a resolution. He stated that action should occur soon as the Council will be discussing that topic. He noted that he could bring the draft resolution to the Commission for consideration at its next meeting.

Chairperson Finn reviewed the other goals from 2021 that the Commission could carryover to 2022. He stated that Commissioner Lee did a great job following up on the

survey responses and noted that could continue into the future as a goal as well. He stated that perhaps another goal could be to hold a joint meeting with the Planning Commission to discuss the ideas for East River Road.

It was noted that goals two, four and five from the 2021 goals will carryover to 2022. It was determined that additional goals would be added related to the golf course recommendation and holding a joint meeting with the Planning Commission.

Commissioner Smith suggested a goal related to the Jackson Street plan.

Chairperson Finn asked there could be specific language developed for the goal that could be measured for accomplishment.

Mr. Borglund suggested a goal to support and encourage a comprehensive Jackson Street entertainment district plan. He stated that he will craft a list of accomplishments and goals as discussed and distribute them to the Commission via email for review.

MOTION BY COMMISSIONER LEE, SECONDED BY COMMISSIONER REKSTAD, APPROVE THE 2021 ACCOMPLISHMENTS AS DISCUSSED. MOTION CARRIED.

MOTION BY COMMISSIONER LEE, SECONDED BY COMMISSIONER REKSTAD, APPROVE THE 2022 GOALS AS DISCUSSED. MOTION CARRIED.

Jackson Street Entertainment District Update: Mr. Borglund noted that Jackson Street is going to be reconstructed in 2025. He stated that a consultant, Kimley Horn, and landscape architect will be brought on board to assist in the planning. He noted that funding will also be a discussion, as to how they will fund the elements within the plan.

Green Haven Golf Course Redesign Update: Mr. Borglund stated that the Council met Monday night in worksession and discussed redesign and financial information. He noted that three members supported continuing to work on the project. He noted that they will continue to work on financing and property acquisition. He commented that the idea would be to complete the redesign in conjunction with the Highway 10 project, noting that the Gramercy project will also be underway during that time. He stated that the Council will also be having discussion related to the silos and grain mill. He stated that they would like to come up with a plan as to how they can maintain and embrace that area.

Commissioner Lee asked if there has been discussion of a lift that would allow a boat to go above or below the dam.

Mr. Borglund confirmed that there has been discussion of the potential for a lock that would allow boats to go above or below the dam if the dam were reconstructed. He noted that they also talked about creating a walkway that would allow pedestrians to cross the dam.

COMMUNICATIONS AND REPORTS:

Marketing and Communications Updates:

- Chamber of Commerce: No update.
- Discover Anoka: No update.
- ABLA: No update.

MISCELLANEOUS:

Discuss February Meeting Agenda: The next meeting agenda was discussed.

Staff Update: Mr. Borglund provided an update on recent development activity.

Group Picture for Website After Meeting: Noted.

Adjournment: The meeting was adjourned upon a motion by Commissioner Lee, a second by Commissioner Rekstad, and a unanimous vote of those present at 8:34 a.m.

Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*