

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
August 12, 2024**

1. ROLL CALL

President Poppe called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, August 12, 2024.

Members present: Mark Cook, James Hultgren, Kenny Nelson, Duane Poppe, Mark Schulz, and Nick Torres.

Members absent: Teresa Aho.

Staff present: Interim Director Shane Mikkelson and City Attorney Mary Tietjen.

Others present.

2. OATH OF OFFICE – NICK TORRES

Interim Administrator Mikkelson administered the Oath of Office to newly appointed EDA member Nick Torres. A round of applause was offered by all in attendance.

3. APPROVAL OF AGENDA

A motion was made by Schulz, seconded by Cook, to approve the Agenda as presented. The motion carried 6-0.

4. APPROVAL OF MINUTES – JUNE 10, 2024

A motion was made by Cook, seconded by Hultgren, to approve the minutes of June 10, 2024, as presented. The motion carried 5-1 (Schulz opposed).

5. MATTERS FROM THE FLOOR – None

6. PUBLIC HEARINGS – None

7. ACCOUNTS PAYABLE

Mikkelson presented the EDA Accounts Payable listing.

A motion was made by Schulz, seconded by Hultgren, to approve the Accounts Payable. The motion carried 6-0.

8. OLD BUSINESS – None

9. NEW BUSINESS

A. DISCUSS EDA BUSINESS BREAKFAST EVENT AUGUST 6, 2024

Mikkelson commented on the EDA business breakfast that was held on Tuesday, August 6. He stated this was a great event hosted by the City, but was not well attended. He discussed how emails and invites were sent to all local businesses in Osseo. He explained staff was considering ways to boost attendance at future EDA events.

Schulz stated it would be difficult for the City to find the right time to get all businesses to attend an EDA sponsored event. He anticipated the content of the event would be the draw for local businesses. He stated as long as the City was getting some businesses participating, it was worth continuing with future events.

Poppe agreed and recommended the EDA continue hosting quarterly events. He suggested the EDA host two business meetings and two social gatherings each year. Mikkelson stated the next EDA event was a social gathering in October.

Schulz suggested this event be pushed back to early November.

Cook suggested this EDA event be held mid-November after the election, noting the social gathering could be used as a meet and greet with the City Council.

Torres stated he attended both EDA events and he believed there was a lot of value at the August event. He proposed having CLE's with social events that follow. He believed there was an economy of scale when events were hosted in this manner.

Nelson commented the event may not have been well attended because the event was not well advertised by the City. He supported the EDA hosting another business breakfast in February of 2025. He indicated it may be difficult for business owners to attend events during the summer months.

Hultgren stated the EDA/City would be hosting Small Business Saturday and Minidazzle in the coming months. He suggested local business owners be invited to help with these events. Mikkelson stated it was his plan to send emails to local business owners regarding these events in order to keep them connected to these events.

Schulz commented on how the new website would allow residents or business owners to subscribe to specific content within the website. He supported the City continuing to provide great content for local business owners. He indicated the business breakfasts were new and it may take some time to gain support.

Poppe suggested a summary or recap of the August business breakfast be drafted by staff and emailed to the local business owners.

Nelson stated another option for the future would be to video tape the business breakfast speakers in order for the content to be shared on the City's website. Mikkelson stated this will be easier when the City has its new website completed. He commented further on the valuable information that was shared at the August business breakfast.

Torres supported the EDA utilizing the resources available from the I-94 Chamber and the CREATE Team in order to further market the City of Osseo, especially given the fact these resources were free.

Nelson indicated he would be willing to assist the EDA with creating content with the video and camera equipment he has. He also suggested the EDA have a table or tent set up at the Trick or Treating event in October, stating this would allow the public to meet the Osseo EDA.

Mikkelson stated he would push the social event out to November and he would further discuss dates with the EDA in October. He noted Duffy's was willing to host this event.

B. DISCUSS EDA TAX LEVY

Mikkelson stated it is our understanding that the EDA and City are considering establishing an EDA levy to assist with funding development and redevelopment activities. Per Minnesota Statutes 469.107 a city may, at the request of the EDA, levy a tax for the benefit of the EDA in an amount not to exceed 0.01813% of the City's taxable market value. Based on these parameters, for 2025, the maximum amount an Osseo EDA levy could generate is \$69,436. He commented further on the timeline for the establishment of an EDA tax levy and explained for timing purposes an EDA tax levy could not be pursued for 2025, but could be done for 2026.

Poppe recalled that the City used to levy approximately \$40,000 per year for the EDA.

Schulz stated this topic came up because the EDA was spending down its funding and the EDA tax levy would be a manner in which the EDA could generate funds to assist with raising the overall value of the community. He discussed how positive the 5 Central build out was for Osseo. He explained he supported the EDA further discussing this matter in 2025.

Cook commented he would want to see the numbers in order to better understand how an EDA tax levy would impact the community. However, he indicated he would support further discussing this topic.

Nelson stated no one on the EDA wanted to raise taxes for residents, but indicated he would be willing to discuss this matter further in order to better understand the impact on the average tax payer in Osseo.

Torres estimated a \$50,000 EDA levy would cost each homeowner \$105 per year. He stated while this may not seem like a lot, the EDA would have to take into consideration how homeowners have been impacted by recent levy increases and utility rate hikes. He commented on how it would be important for the EDA to properly invest its funding going forward in order for the funding to be replicated in the future.

Schulz thanked Torres for his quick analysis but noted the EDA levy would also be shared by commercial properties in the community. He commented further on the investments the EDA has made in the community that have brought forward positive paybacks.

Cook supported the EDA further discussing this topic down the line. He asked that staff provide the EDA with further data on the impact per household or property in Osseo at a future meeting.

Schulz recommended this topic be brought back to the EDA in February of 2025.

10. REPORTS OR COMMENTS: Executive Director, President, Members

Nelson stated reported his children thoroughly enjoyed Night to Unite.

Cook welcomed newly appointed EDA Member Nick Torres.

Torres thanked the City Council for their confidence in him. He stated he looked forward to serving on the EDA.

11. ADJOURNMENT

A motion was made by Schulz, seconded by Torres, to adjourn at 6:42 p.m. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial