



City of Blaine

Economic Development Authority

November 20, 2023 | 8:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

The purpose of the Blaine Economic Development Authority is to increase the City's commercial/industrial tax base, provide employment opportunities, undertake redevelopment to enhance and maintain neighborhood economic stability, and address special needs, such as senior housing. As authorized under Minnesota State statutes, the Blaine City Council also serves as the Blaine Economic Development Authority.

AGENDA

1. Call to Order

2. Roll Call

3. Approval of Minutes

- 3.1.** 2023-553 Approval of the October 16, 2023 Economic Development Authority (EDA) Minutes

Sponsors: Erik Thorvig, Community Development Director

4. New Business

- 4.1.** 2023-588 Agreement Extending and Amending the MOU for Anoka County Economic Development

Sponsors: Erik Thorvig, Community Development Director

- 4.2.** RES 23-192 Authorizing an Interfund Loan between the Blaine Economic Development Authority and the City of Blaine

Sponsors: Jason Zimmerman, Finance Director

5. Old Business

6. Adjournment



City of Blaine

Economic Development Authority

October 16, 2023 | 8:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The meeting was called to order at 8:56PM by President Sanders followed by the Roll Call.

2. Roll Call

PRESENT: President Tim Sanders, Commissioners Terra Fleming, Leslie Larson, Chris Massoglia, Tom Newland, Jess Robertson, and Lori Saroya.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

3. Approval of Minutes

- 3.1.** 2023-426 Approval of the August 21, 2023 Economic Development Authority (EDA) Minutes
Sponsors: Erik Thorvig, Community Development Director

Moved by Commissioner Fleming, seconded by Commissioner Larson, that the Minutes of August 21, 2023, be approved.

Motion adopted unanimously.

- 3.2.** 2023-475 Approval of the September 18, 2023 Economic Development Authority (EDA) Minutes
Sponsors: Erik Thorvig, Community Development Director

Moved by Commissioner Robertson, seconded by Commissioner Massoglia, that the Minutes of September 18, 2023, be approved.

Motion adopted unanimously.

4. New Business

- 4.1.** RES 23-154 Resolution Selecting The Center for Energy and Environment as the Loan Servicer for the Home Improvement Loan Program
Sponsors: Elizabeth Showalter, Community Development Specialist

Community Development Director Thorvig stated the EDA uses a third party servicer to collect payments for the home improvement loan program. An RFP was issued to select a servicer and staff recommended entering into a contract with the Center for Energy and Environment for loan servicing.

Moved by Commissioner Newland, seconded by Commissioner Massoglia, to adopt a Resolution Selecting The Center for Energy and Environment as the Loan Servicer for the Home Improvement Loan Program.

Motion adopted unanimously.

5. Old Business

None.

6. Adjournment

Moved by Commissioner Robertson, seconded by Commissioner Massoglia, to adjourn the meeting at 9:00PM.

Motion adopted unanimously.



City of Blaine Staff Report

File Number: 2023-588

Agenda Date	Status
November 20, 2023	
In Control	File Type
Economic Development Authority	Motion

New Business - Erik Thorvig, Community Development Director

Agenda Item # 4.1

Agreement Extending and Amending the MOU for Anoka County Economic Development

Executive Summary

Background

In 2017, Anoka County, in coordination with various cities (including Blaine), Connexus Energy and Metro North Chamber, created a task force to analyze and study ways Anoka County could be more competitive in economic development. A consultant was hired to complete a report and market analysis of business opportunities, targets, and strategies for economic development within Anoka County. An outcome of the process was the formation of Anoka County Regional Economic Development (ACRED). A dedicated staff person for economic development was hired and paid for by Anoka County to lead the efforts. Various subcommittees, which included city staff representatives, were formed to advance the economic development efforts in Anoka County. ACRED's 2023 budget was \$21,780. Efforts focus around a presence at various real estate events, marketing, and hosting three Anoka County specific economic development events annually. The budget is provided via cost share based on the population amongst all cities in Anoka County. Blaine's share in 2023 was \$4,003, which is funded from the Blaine EDA. The estimated cost in 2024 is \$4,098.

In 2019, a memorandum of understanding (MOU) was entered into by all Anoka County cities, Connexus Energy and Metro North Chamber of Commercial for the purpose of advancing economic development in Anoka County. The original 5-year term expires on January 10, 2024. Anoka County is seeking to extend the MOU an additional year. The original MOU created two options as the 5-year expiration drew near; either a new MOU would be created to facilitate continuation of services, OR the "final action plan" would be the mechanism to justify dissolution of the initiative and ACRED would cease to exist. Because services are planned to be continued, there is not a final action plan at this time. The 12-month extension keeps all other terms the same, besides extending the expiration deadline.

Ideally, additional work over the next year will highlight opportunities that ACRED should focus on,

which may/may not include new directions that aren't currently being pursued. ACRED will take those future results and facilitate further discussion with the cities on what a longer-term MOU should entail to ensure that ACRED best supports the current needs of the cities rather than the 2017 objectives that don't accurately reflect today's economic challenges.

In general, the City of Blaine doesn't rely heavily on the services of ACRED, as Blaine has dedicated economic development staff versus other smaller communities. However, the overall marketing efforts and ability the City has to attend various real estate events and the local events they host, there is an overall benefit to ACRED marketing and highlighting Anoka County and the north metro.

Strategic Plan Relationship

Economic Development is a strategic priority of the City. Collaboration with Anoka County will benefit economic development and the desired outcomes identified in the Strategic Plan.

Board/Commission Review

Not applicable.

Financial Impact

The cost share in 2024 is anticipated to be \$4,098 and is funded by the EDA general levy.

Public Outreach/Input

Not applicable.

Staff Recommendation

Staff finds benefit in continuing the ACRED partnership and recommends entering into the memorandum of understanding.

Attachment List

1. 2023 Extension Agreement for ACRED MOU Nov 2023
2. Original MOU

AGREEMENT EXTENDING AND AMENDING
the
MEMORANDUM OF UNDERSTANDING FOR ANOKA COUNTY
ECONOMIC DEVELOPMENT
By and Among
THE COUNTY OF ANOKA, CONNEXUS ENERGY, METRONORTH
CHAMBER OF COMMERCE, AND PARTICIPATING MUNICIPALITIES OF
ANOKA COUNTY

THIS AGREEMENT is by and between the County of Anoka County (the “County”), a political subdivision of the State of Minnesota, by and through its Housing and Redevelopment Authority (“HRA”), Connexus Energy, a Minnesota corporation in Ramsey, Minnesota, MetroNorth Chamber of Commerce, a Minnesota nonprofit organization, and those participating municipalities located within Anoka County, Minnesota, identified on Exhibit A.

Recitals:

1. In 2017, a research consultant produced a report and market analysis of business opportunities, targets, and strategies for economic development within Anoka County.
2. Following the 2017 study, the parties signed the “Memorandum of Understanding By and Among The County of Anoka, Connexus Energy, MetroNorth Chamber of Commerce, and Participating Municipalities of Anoka County” (the “2019 Memorandum of Understanding”) for the purpose of forming an executive committee (the “Executive Committee”) to develop and implement an economic action plan (the “Final Action Plan”).
3. The original 5-year term of the 2019 Memorandum of Understanding will expire on January 10, 2024, or upon the determination by the Executive Committee that the Final Action Plan had been fully implemented.
4. The Executive Committee has not determined that a Final Action Plan has been implemented.
5. The parties are engaged in active strategic planning efforts with multiple studies and projects in progress.
6. The parties find that the economic development purposes served by the 2019 Memorandum of Understanding warrant extending the 2019 Memorandum of Understanding for an additional one-year period.

7. With the exception of the contract term, the parties have agreed to continue all other terms, conditions, and covenants of the 2019 Memorandum of Understanding.

Therefore, the parties agree as follows:

1. The above recitals are true and correct and are hereby incorporated in their entirety into this agreement.
2. The parties hereby renew and extend the 2019 Memorandum of Understanding for one additional year.
3. Paragraph B of the 2019 Memorandum of Understanding, entitled “Term,” is hereby deleted in its entirety and is replaced with the following:

B. Term. This Memorandum of Understanding is effective upon execution and will terminate upon the earlier of (1) January 10, 2025, (2) three-months’ written notice by any entity who is part of this agreement, or (3) a determination by the Executive Committee that a Final Action Plan has been completed and implemented.

4. Except as expressly set forth herein, all other terms and conditions of the 2019 Memorandum of Understanding shall continue in full force and effect, and the 2019 Memorandum of Understanding is hereby ratified, reaffirmed, and confirmed by the parties as hereby amended.
5. This agreement may be executed in any number of counterparts, each one of which shall be deemed to be an original, but all such counterparts together shall constitute one and the same instrument.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties have signed this agreement on the dates written below.

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY:

By: _____ Date: _____
MIKE GAMACHE,
Chair, Board of Trustees

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY:

By: _____ Date: _____
KAREN SKEPPER,
Executive Director

CONNEXUS ENERGY:

By: _____ Date: _____
Name:
Title:

NORTHMETRO CHAMBER OF COMMERCE:

By: _____ Date: _____
Name:
Title:

CITY OF ANDOVER:

By: _____ Date: _____
Name:
Title:

CITY OF ANOKA:

By: _____ Date: _____
Name:
Title:

CITY OF BETHEL:

By: _____ Date: _____
Name:
Title:

CITY OF BLAINE:

By: _____ Date: _____
Name:
Title:

CITY OF ANOKA:

By: _____ Date: _____
Name:
Title:

CITY OF CENTERVILLE:

By: _____ Date: _____
Name:
Title:

CITY OF CIRCLE PINES:

By: _____ Date: _____
Name:
Title:

CITY OF COLUMBIA HEIGHTS:

By: _____ Date: _____
Name:
Title:

CITY OF COLUMBUS:

By: _____ Date: _____
Name:
Title:

CITY OF COON RAPIDS:

By: _____ Date: _____
Name:
Title

CITY OF EAST BETHEL:

By: _____ Date: _____
Name:
Title

CITY OF FRIDLEY:

By: _____ Date: _____
Name:
Title

CITY OF HAM LAKE:

By: _____ Date: _____
Name:
Title:

CITY OF HILLTOP:

By: _____ Date: _____
Name:
Title:

CITY OF LEXINGTON:

By: _____ Date: _____
Name:
Title:

CITY OF LINO LAKES:

By: _____ Date: _____
Name:
Title:

LINWOOD TOWNSHIP:

By: _____ Date: _____
Name:
Title:

CITY OF NOWTHEN:

By: _____ Date: _____
Name:
Title:

CITY OF OAK GROVE:

By: _____ Date: _____
Name:
Title:

CITY OF RAMSEY:

By: _____ Date: _____
Name:
Title:

CITY OF ST. FRANCIS:

By: _____ Date: _____
Name:
Title:

CITY OF SPRING LAKE PARK:

By: _____ Date: _____
Name:
Title:

Exhibit A:

CITY OF ANDOVER
CITY OF ANOKA
CITY OF BETHEL:
CITY OF BLAINE:
CITY OF ANOKA:
CITY OF CENTERVILLE:
CITY OF CIRCLE PINES:
CITY OF COLUMBIA HEIGHTS:
CITY OF COLUMBUS:
CITY OF COON RAPIDS:
CITY OF EAST BETHEL:
CITY OF HAM LAKE:
CITY OF HILLTOP:
CITY OF LEXINGTON:
CITY OF LINO LAKES:
LINWOOD TOWNSHIP:
CITY OF NOWTHEN:
CITY OF OAK GROVE:
CITY OF RAMSEY:
CITY OF ST. FRANCIS:
CITY OF SPRING LAKE PARK:

**MEMORANDUM OF UNDERSTANDING
FOR ANOKA COUNTY ECONOMIC DEVELOPMENT
By and Among
THE COUNTY OF ANOKA, CONNEXUS ENERGY, METRONORTH CHAMBER OF COMMERCE,
AND PARTICIPATING MUNICIPALITIES OF ANOKA COUNTY**

This Memorandum of Understanding ("MOU") is by, between, and among the County of Anoka, a political subdivision of the state of Minnesota, through its Housing and Redevelopment Authority (HRA), (hereinafter "the County"); Connexus Energy, a Minnesota corporation in Ramsey, Minnesota; MetroNorth Chamber of Commerce, a Minnesota nonprofit organization; and participating Municipalities located within Anoka County, Minnesota (See Exhibit A). For purposes of this MOU, the aforementioned are referred to collectively as the "Hosting Agencies" for the Anoka County economic development initiative.

WHEREAS, a research study was completed by a Consultant, Ady Advantage, in December 2017 ("the Study") for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County; and

WHEREAS, as a result of the Study, the Hosting Agencies plan to gather with other local cities and community partners to develop a vision, create an action plan, and set realistic goals to implement shared objectives for economic development and business recruitment within Anoka County; and

WHEREAS, the Hosting Agencies wish to enter into this MOU to establish organizational structures and to develop specific goals and objectives for the collaboration;

NOW, THEREFORE, it is agreed as follows:

- A. Purpose. The purpose of this MOU is to set a framework for the Hosting Agencies and other participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes.
- B. Term. This Memorandum of Understanding is effective upon execution. It will terminate upon the earlier of five (5) years from the date of this MOU; or, at any time with three (3) months' written notice of any entity who is a part of this agreement; or, automatically upon completion and implementation of a Final Action Plan, as determined by the Executive Committee. If it is the desire of the Hosting Agencies to continue this collaboration in excess of 5 years, a new MOU will be created at that time.
- C. Executive Committee. For purposes of this MOU, the Hosting Agencies will also serve as the Executive Committee for the Anoka County economic development initiative. A Chairperson may be selected by the members of the Executive Committee to set and conduct meetings and be the primary point of contact between the Executive Committee and any subcommittees.

The names and contact information for the current Executive Committee members are listed in the attached **Exhibit A** to this Agreement.

1. Executive Committee Members' Terms: The Executive Committee shall serve for an initial term of eighteen (18) months, at which time members' terms may be renewed as needed to fulfill the objectives set forth in this MOU. Any vacancies on the Executive Committee may be filled at any time by appointment of a new member by the Executive Committee Chairperson. These appointments will consider such factors as the size of each municipality, and geographic location, to ensure that the Executive Committee constitutes a broad and thorough representation of Anoka County.
 2. Executive Committee Meetings:
 - The Executive Committee members will hold regular meetings approximately every other month, with the first meeting to be scheduled in the fall of 2018.
 - At least two times per year, the Executive Committee will schedule broad based meetings and invite a larger group of City officials and staff, community partners, and other stakeholders, to provide updates and information regarding the current priorities of the economic development collaboration.
 - The Executive Committee may also communicate electronically (via email) to review opportunities and give direction to subcommittees as needed.
 3. Executive Committee Goals and Objectives:
 - Define a Vision: The Executive Committee is responsible for gathering information from its subcommittees to form a vision for the business climate and opportunities within Anoka County. The Executive Committee will then communicate that vision with all Cities, community partners and identified stakeholders in the County.
 - Develop a Strategic Plan. The Executive Committee will engage in strategic planning, to develop goals, interim activities, and a Final Action Plan, within applicable time frames as set by the Executive Committee.
 - Communication. The Executive Committee will ensure that reliable communication occurs with all subcommittees, and that cities and community partners are kept informed of the progress and results of the collaboration.
 - Review and Contracting. The Executive Committee will continually review its progress and may enter into contracts with outside partners or private companies, as required to effectively research and/or implement work developed over the course of this project.
- D. Subcommittees. The purpose of subcommittees is to ensure diversification of ideas and representation across Anoka County in taking on specific tasks related to economic development.
- The Executive Committee may, at any time during one of its regular meetings, seek to establish, modify, or eliminate one or more subcommittees, which may

be comprised of County and City officials/staff, community partners, or other public or private individuals or entities assisting in the economic development collaboration.

- Subcommittees may also include additional advisory members with expertise relevant to the work of the subcommittee.
- As of the date of this MOU, three Subcommittees have been formed: (1) Alignment/Regionalism; (2) Readiness; (3) Marketing and Differentiation.
- Subcommittees should attempt to meet on a monthly basis if possible.

E. Reporting. The following persons/entities should provide written or oral monthly reports to the Executive Committee:

- a. Subcommittee Reports. All subcommittees shall promptly deliver reports to the Executive Committee on matters which the subcommittee has addressed.
- b. Economic Development Specialist. The Anoka County Board of Commissioners recently approved a position for an Economic Development Specialist ("ED Specialist") to assist the Executive Committee and other entities in this collaboration. The ED Specialist will report directly to Jerry Soma, County Administrator, regarding day-to-day operations and activities. At the request of the Executive Committee, the ED Specialist will provide reports to the Executive Committee as to research outcomes and progress. The ED Specialist may also be asked to present findings at the broader, semi-annual meetings attended by cities, community partners, and other stakeholders.

F. Financial Contributions.

- a. Economic Development Specialist. The County is subsidizing and monitoring the activities of the Economic Development Specialist, described herein, to provide direct project assistance and research in connection with this collaboration.
- b. Budget and Cost Sharing. If the Executive Committee seeks continued services for website and social media support, marketing assistance, or other outside services, the cost allocation among cities and financial responsibilities will require execution of separate agreements. On or around August of each calendar year, a proposed budget for the following year will be voted on by the Executive Committee at a regular meeting, and distributed to the members. An agreement for cost sharing among participating municipalities will be drafted, with the first agreement effective for year 2019. Negotiation, execution, and administration of any such agreement must comply with applicable statutes and regulations. Nothing in this MOU shall obligate the agencies or partners to obligate or transfer any funds absent a separate agreement authorizing such contributions.

G. Modification: Material alternations, modifications, or variations of the terms of this MOU must be reduced to writing as an amendment and signed by the parties.

H. Authorized Representatives. By signing this MOU, the undersigned certifies that he/she is authorized to act and carry out the terms of this MOU.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding on the dates indicated below.

County of Anoka:

Scott Schulte, Commissioner

Date:

Jerry Soma, County Administrator

Date:

Connexus Energy:

Bruce Sayler, Principal

Date:

NorthMetro Chamber of Commerce:

Lori Higgins, President

Date:

City of Andover:

By: _____
Its: _____

Date:

City of Anoka:

By: _____
Its: _____

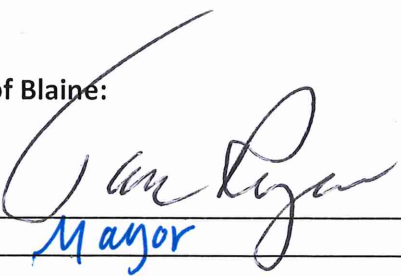
Date:

City of Bethel:

By: _____
Its: _____

Date:

City of Blaine:

By: 
Its: Mayor

Date: 9-6-2018

City of Centerville:

By: _____
Its: _____

Date: _____

City of Circle Pines:

By: _____
Its: _____

Date: _____

City of Columbia Heights:

By: _____
Its: _____

Date: _____

City of Columbus:

By: _____
Its: _____

Date: _____

City of Coon Rapids:

By: _____
Its: _____

Date: _____

City of East Bethel:

By: _____
Its: _____

Date: _____

City of Fridley:

By: _____
Its: _____

Date: _____

City of Ham Lake:

By: _____
Its: _____

Date: _____

City of Hilltop:

By: _____
Its: _____

Date: _____

City of Lexington:

By: _____
Its: _____

Date: _____

City of Lino Lakes:

By: _____
Its: _____

Date: _____

Linwood Township:

By: _____
Its: _____

Date: _____

City of Nowthen:

By: _____
Its: _____

Date: _____

City of Oak Grove:

By: _____
Its: _____

Date: _____

City of Ramsey:

By: _____
Its: _____

Date: _____

City of St. Francis:

By: _____
Its: _____

Date: _____

City of Spring Lake Park:

By: _____
Its: _____

Date: _____



City of Blaine Staff Report

File Number: RES 23-192

Agenda Date	Status
November 20, 2023	
In Control	File Type
Economic Development Authority	Resolution

New Business - Jason Zimmerman, Finance Director

Agenda Item # 4.2

Authorizing an Interfund Loan between the Blaine Economic Development Authority and the City of Blaine

Executive Summary

Authorizing an interfund loan between the Blaine Economic Development Authority (EDA) and the City of Blaine for an amount up to \$500,000.

Background

On November 6, 2023 the Blaine City Council approved an agreement with the National Sports Center Foundation to provide up to \$500,000 of funding, referred to as phase I, for engineering and preliminary excavation work related to the construction of turf fields. While future financing is being contemplated by the Blaine City Council for phase II of the construction project, the 105th Avenue Redvelopment Project is being driven by the Blaine EDA. For this reason, the attached resolution provides an inter-fund loan between the EDA and the City of Blaine with the following stipulations:

- Loan amount up to \$500,000 from the Blaine EDA to the City of Blaine EDA Capital Projects Fund
- The interfund loan is issued at zero percent interest
- The loan automatically terminates if bonding is provided by the City of Blaine for phase II of the turf field project
- If the City of Blaine fails to issue bonding for phase II of the project by December 31, 2024, the inter-fund loan terminates and the Blaine EDA is required to transfer \$500,000 of funds to the City of Blaine EDA Capital Projects Fund

Strategic Plan Relationship

Redevelopment of the 105th Avenue area is identified in the Strategic Plan.

Board/Commission Review

Not applicable.

Financial Impact

By authorizing the interfund loan, the Blaine EDA will provide the financing to the City of Blaine in connection with the phase I distribution paid to the NSFC.

Public Outreach/Input

Not applicable.

Staff Recommendation

By motion, adopt the resolution.

Attachment List

None



City of Blaine

Signature Copy

Resolution: RES 23-192

Authorizing an Interfund Loan between the Blaine Economic Development Authority and the City of Blaine

WHEREAS, The 105th Redevelopment Project is within the Strategic Plan of the Blaine Economic Development Authority; and

WHEREAS, on November 6, 2023 the Blaine City Council approved an agreement with the National Sports Center Foundation to provide \$500,000 of funding, referred to as phase I, for engineering and preliminary excavation work related to the construction of turf fields; and

WHEREAS, The Blaine City Council is currently contemplating financing phase II of the construction project, which is anticipated to construct between eight and ten turf fields; and

WHEREAS, Blaine Economic Development Authority desires to provide an interfund loan with the City of Blaine to facilitate financing phase I of the turf field project.

NOW, THEREFORE, BE IT RESOLVED by the Blaine Economic Development Authority approves an interfund loan up to \$500,000 to the City of Blaine in connection with the funding provided by the city of Blaine to the NSCF for phase 1 of work related to the construction of turf fields:

BE IT FURTHER RESOLVED by the Blaine Economic Development Authority as follows:

1. The interfund loan is issued at zero percent interest.
2. The interfund loan automatically terminates if bonding is provided by the City of Blaine for turf field project.
3. If the City of Blaine fails to issue bonding for phase II of the project by December 31, 2024, the interfund loan terminates and the Blaine EDA is required to transfer \$500,000 of funds to the City of Blaine.

PASSED by the Blaine Economic Development Authority this 20th day of November, 2023