

CITY OF ST. FRANCIS  
ST. FRANCIS, MN  
ANOKA COUNTY

ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

DECEMBER 16, 2013

1. **Call to Order:** EDA Commission president Chris McClish called the EDA meeting to order at 5:18 pm.

2. **Roll Call:** Commission members present were Chris McClish, Jerry Tveit, Brenda Pavelich-Beck and Troy Shook. Richard Orpen arrived at 5:20 pm. Also present were City Administrator Matt Hysten and City Clerk Barb Held.

3. **Approve Minutes of October 7, 2013:** MOTION BY TVEIT SECOND PAVELICH-BECK TO APPROVE THE OCTOBER 7, 2013 ECONOMIC DEVELOPMENT AUTHORITY MINUTES. Motion carried 4-0.

Commission member Orpen arrived at 5:20 pm.

4 a. **Meadows of St. Francis Lots:** Hysten reported he talked to the attorney today and they are getting closer to finishing the association agreement. Still is some paperwork that needs to be cleared up. Once it is 100% free and clear only then would be transferred to the EDA. We are hoping for this winter for the clear agreement. At that time the City Council could transfer this to the EDA to start a marketing plan. Hysten reported a retail general goods store is looking to build in St. Francis and were looking at one to two acres. The inner lot on the curve does not have clear title but would the EDA and or potentially the City Council be interested in buying the inner curve, plat it and sell a lot to this potential buyer. Tveit asked could the retail acquire the lot directly from the bank. Hysten stated I am facilitating between the realtor and the potential buyer. Discussion was maybe look at some HRA funds to help. Orpen asked about the taxable market and would it be an asset to the townhomes. Discussion on the traffic flow, line of site and sidewalks in this area. Consensus of the board was to have staff continue working with legal and future business for this area.

4 b. **East Shop Site:** The building is down and the environmental report should also be completed. Shovel ready sites were discussed and what that all involved. This site has a number of parcels to it that need to be combined into one parcel. We may want to talk to Casey's about a shared driveway. Once the lot lines are cleared and marketable the City Council could then turn it over to the EDA. Shook asked about connecting the parcel to the streets to the south. Hysten explained why it may not work and the cost. Consensus of the board was to have staff keep moving forward with this site.

4 c. **Lot North of the Liquor Store:** Hylen stated he is seeking opinions on what the lot north of the liquor store. Is there any target markets that should be looked at? Pavelich-Beck said we need to look at the traffic management and access for the development of the lot. Hylen said maybe we should have a ghost plat developed by our engineer.

McClish stated just to let the board know, the EDA is covered under the City's insurance policy. McClish would also like have in next year's fee schedule the EDA members be paid \$20.00 per meeting.

4. **Adjourn:** McClish adjourned the EDA meeting at 6:00 pm.

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Barbara I. Held, City Clerk  
Recording Secretary