



# ECONOMIC DEVELOPMENT AUTHORITY

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

## Regular Meeting

~ Minutes ~

Karin Derauf, Deputy City Clerk

Monday, February 13, 2023

5:30 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

### 1. Call to Order

### 2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	EDA President	Present	
Sam Husnik	Commissioner	Present	
Jenny Lorge	Commissioner	Present	
Jeff Larson	Commissioner	Present	
Jill Grindahl	Commissioner	Present	
Chris Hoyt	Commissioner	Present	

### 3. Pledge of Allegiance

### 4. Approve the Agenda

Comments:

**Motion to:** Approve the Agenda

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jenny Lorge, Commissioner
<b>SECONDER:</b>	Sam Husnik, Commissioner
<b>AYES:</b>	Bain, Husnik, Lorge, Larson, Grindahl, Hoyt
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### 5. Approve EDA Meeting Minutes from November 14, 2022

Comments:

**Motion to:** Approve EDA Meeting Minutes from November 14, 2022



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<b>RESULT:</b>	<b>ADOPTED [5 TO 1]</b>
<b>MOVER:</b>	Mara Bain, President
<b>SECONDER:</b>	Sam Husnik, Commissioner
<b>AYES:</b>	Bain, Husnik, Lorge, Grindahl, Hoyt
<b>NAYS:</b>	
<b>ABSTAIN:</b>	Larson
<b>ABSENT:</b>	

### 6. Boat Launch Relocation Evaluation / Downtown Shoreline Concept Design Proposal

Comments: City Administrator Udem briefly presented information on the Boat Launch and Shoreline Design Proposal and introduced Bruce Chamberlain. Bruce presented the proposal and highlighted the opportunity to improve parking and the potential move of the boat launch. He cited various approaches of conceptual design and analysis to determine parking changes and potential relocation of the launch. He noted that his role is to look at conceptual possibilities of the land for parking, potential conflicts, and to provide his expertise with recommendations of the options for the City. He also discussed the shoreline restoration projects and conceptual designs for docks / transient slips including phases and costs of conceptual projects. Bruce provided an example of Mound, MN, showing aerial photographs of their downtown redevelopment indicating a total of approximately 20 year investment of time and \$30M public investment of funds.

He indicated that the transformation of a new downtown happens in states beginning with the Downtown Master Plan, then the Work Plan, and finally to Implement in Phases the Plan. He provided highlights of each portion of the transformation noting that the City has moved through step 1 of developing a Downtown Master Plan. He also provided detailed steps of the Work Plan and Implementation, including pre-construction documents, bidding documents, construction, and completion. He used the City of Mound as the example through all the phases of the Downtown Transformation.

President Bain asked about the proposed timeline for project 1 and project 2. Bruce indicated the timeline is approximately three (3) months. He also noted he is ready to start when the City is ready. Commissioner Lorge asked about the DNR. City Administrator Casey indicated the City still needs to meet with the DNR and that will come after the EDA approves moving forward with the development of conceptual designs. Bruce mentioned that if the DNR says the boat launch cannot be moved, then Bruce will not bill any further time on the project and the project will cease. Commissioner Grindahl asked if there are any locations that have been identified or how far from the Downtown area there are potential locations. She indicated this may detract from the Downtown area by moving traffic away from this location at Lakeside Park. Assistant City Administrator Udem noted that he has looked at a few locations that are downtown adjacent, and



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noted that location logistics is part of the study, for example, determining if there is enough room for parking or if a trailer can turn around. He also noted that alternative trailer parking is part of the study rather than just moving the launch.

Commissioner Hoyt asked about identifying locations internally. City Administrator Casey noted that Staff can identify potential locations, but it will require a full scope of evaluation to understand the potential and costs of any locations identified. Bruce noted that his role will be to take the Staff identified sites and do analysis to develop a preliminary cost estimate and make lists of pros and cons of a particular site.

Commissioner Lorge asked how this will affect Your Boat Club. Assistant City Administrator Udem commented that the boat launch itself will include transient boat slips which is under separate regulations from marina type regulations. President Bain also commented on the Forest Lake Lake Association and wondered if the Lake Association can be accommodated as a partner at the table to be part of the conversation when discussing the projects.

President Bain asked if language in the agreement can be added to incorporate the Lake Association's collaboration. Bruce noted that the language does include a "working group" and indicated that the Lake Association would be included in that working group collaboration. President Bain also discussed funding on the Design Proposal noting that this is a necessary step to move the Downtown Plan forward.

**Motion to:** Approve Projects 1 and 2 as outlined in the Boat Launch Relocation Evaluation and Downtown Shoreline Concept Design Proposal for \$18,345.00.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jenny Lorge, Commissioner
<b>SECONDER:</b>	Sam Husnik, Commissioner
<b>AYES:</b>	Bain, Husnik, Lorge, Larson, Grindahl, Hoyt
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### 7. Forest Lake Area Chamber of Commerce 2022 Year End Report

Comments: Nannette LaNasa, Forest Lake Area Chamber of Commerce, presented the year-end report for 2022. She commented on a business survey that was distributed and also indicated she trained volunteers to work with the Chamber to engage with local businesses. Nannette noted she has begun working with the Low Down paper which is featuring Forest Lake businesses. She



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commented that she met with Staff to look for opportunities to collaborate with the City on projects. Nannette she also gave updates on the Spring Fling and the Lakes Area Expo Events.

### 8. EDA / Forest Lake Area Chamber of Commerce Agreement

Comments: Assistant City Administrator Udem commented on the BR&E noting that this is the third agreement to allow the EDA to amend the agreement. He noted that the agreement has been adjusted to reflect an increase from \$5,000 to \$7,500 per year. He commented on the website events page and the spotlight on the community that has been promoted by the Chamber.

**Motion to:** Approve the 2023 BR&E Agreement with the Forest Lake Area Chamber of Commerce for \$7,500.00

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jill Grindahl, Commissioner
<b>SECONDER:</b>	Chris Hoyt, Commissioner
<b>AYES:</b>	Bain, Husnik, Lorge, Larson, Grindahl, Hoyt
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	

### 9. Other – City Updates

Comments: Assistant City Administrator Udem noted that Open to Business is open and will be available at the City Center. He also mentioned the Invest in Forest Lake website has applications online for the Commercial Incentive Improvement program. Assistant City Administrator Udem commented on the Headwaters 123 listing agent has changed with CBRE and the City will be working with a new agent.

City Engineer Goodman commented on projects in collaboration with Washington County for road reconstruction. He also mentioned an open house on Monday, February 27, 4:30 to 6:30 p.m.

### 10. Washington County Update

Comments:

### 11. Forest Lake Chamber of Commerce Update

Comments: Nannette commented on scheduled Chamber events.

### 12. Adjourn

**Motion to:** Adjourn



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