



more than a place, it's home.

NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION

Wednesday, May 10, 2023 - 6:00pm

City Hall Council Chambers, 310 Elm Street West

AGENDA

1. **Call to Order**
 - A. Pledge of Allegiance
2. **Adoption of Agenda**
3. **Appointment of Officers**
4. **Approve Minutes**
 - A. April 12, 2023, EDC meeting
5. **Introductions, Presentations, and Public Comment**

(Citizens may address the Economic Development Commission about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The Economic Development Commission will take no official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting.)
6. **New Business**
 - A. NYA Business Dashboard
7. **Old Business/Updates**
 - A. Small Business Seminar – May 3, 2023
 - B. Housing Study Update
 - C. Central Trades & Advisory Group Update
 - D. Façade Program
 - E. Chamber of Commerce Update
8. **City Council & Other Commission Updates**
9. **Upcoming Meetings - Next EDC meeting – 6:00 p.m., June 14, 2023**
10. **Adjournment**

May 16, 2023	Park and Recreation Commission Meeting	5:15 PM
May 18, 2023	Sr. Advisory Meeting	9:00 AM
May 22, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM
June 6, 2023	Planning Commission Meeting	6:00 PM
June 12, 2023	City Council Meeting	6:00 PM
June 14, 2023	EDC Meeting	6:00 PM

NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION

Wednesday, April 12, 2023 - 6:00pm

City Hall Council Chambers, 310 Elm Street West

Minutes

In Attendance: Carol Lagergren, Jason Winter, Connor Smith, Mike Eggers, Andrea Gerth, Kayla Dammann (ad hoc)

Absent: Mike McPadden

Staff: CEDD Karen Hallquist

Guest: none

1. Call to Order

Vice Chair Smith called the meeting to order at 6:00pm.

A. Pledge of Allegiance

2. Adoption of Agenda

Motion: JW/ME to approve the agenda with the deletion of the Appointment of Officers. Motion passed 5-0.

3. Appointment of Officers

4. Approve Minutes

A. February 8, 2023, EDC meeting

Motion: ME/CL to approve. Motion passed 5-0.

5. Introductions, Presentations, and Public Comment - None

6. New Business

A. NYA Business Dashboard

Hallquist reported on some upcoming ribbon cuttings that happened prior to the meeting at Tin Roof Powder Coating and Bevens Creek Inn. Mayor Lagergren shared that Hwy 212 around Cologne will be worked on this summer. Old Town bids are due May 3rd. The entire strip mall where Children of Tomorrow is located is for sale. The City Council has started the legal process to raze the Masonic Building.

B. Guidelines for Advisory Commissions

Hallquist shared that the City Council approved the Guidelines for Advisory Commissions at their March meeting. The guidelines address specifics for the role of a commissioner, terms, commission administration, qualifications, duties and responsibilities, and meeting procedures. The guidelines will be presented to each of the current commissions, provided to new commissioners, and posted on the City website for reference.

C. Façade Programs Discussion

Commissioners reviewed façade programs from both the City of Jordan and Watertown. Staff is to develop a draft of guidelines with the following:

- Eligible Uses: front façade exterior of buildings included brick replacement and repair, window and door replacement/repair, awnings, and signs, exterior steps/entrances, publicly visible & use landscaping and parking.
- 1 to 1 match of a zero-interest loan up to \$5,000
- Eligible applicants are to be located in C-2, C-3 and RC-1 zoning districts

7. Old Business/Update

7.A Tacoma West Industrial Park - 2nd Addition

Hallquist shared that the City purchased the 60-acres south of the current industrial park on Tuesday, March 14th. Bolton & Menk presented a concept plan and feasibility study information for the property. The study will find out all the infrastructure costs/price per acre. The concept plan shows the parcels already platted out; however, those property lines are going to be removed and the businesses coming in can purchase as needed with a minimum of 2 acres. The goal for the final plat will be to be approved in May. Depending on timelines, infrastructure and business construction could be done in conjunction with each other.

7.B New Business Seminar - May 3, 2023

Advertising efforts have started for the event. Staff will be visiting Lee Hall on document details.

7.C Housing Study

Hallquist shared that there were two firms that submitted proposals for the Comprehensive Housing Study – Place Dynamics, LLC and WSB. Given the budget, timeline, and needs of the city, staff recommended WSB. Carver Co CDA is offering the 1 to 1 match for the Community Growth Initiative Partnership Grant in the amount of \$7,500. Staff will be applying for the grant upon City Council approval of the housing study proposal.

Motion: JS/AG to recommend approval of WSB proposal for the Comprehensive Housing Study. Motion passed 5-0.

7.D NYA Marketing Packet

All supplies have been ordered for the packets. Final copies will be available at the May meeting.

7.E Central Trades & Advisory Group

Hallquist shared there have been no meetings since the last EDC meeting. Hallquist also shared that the Hutchinson Workforce Conference is hosting “Out of the Box & Into the Movement Education and Business: Working Together” on Friday, April 28th from 9am-3pm at the Hutchinson High School. The conference will include information on “TigerPath” which is a partnership program with the EDA, HS and local manufacturers to merge traditional education with hands-on work experiences. All EDC, business leaders, schools, work coordinators and legislators are invited to attend this free conference. Staff will be attending along with CHS school representatives. Commissioner Eggers will also be attending.

7.F Chamber of Commerce Update

Executive Director Kayla Dammann shared the following chamber updates:

- Quarterly chamber meeting occurred today at the Corral Bar & Grill (Cologne).
- Ribbon cuttings happened prior to the EDC meeting
- Springfest is June 3rd – Car Show is being run by ProAuto and CarQuest, all profits of Springfest will be used to beautify the downtowns.
- May 19th is the Chamber Golf Outing
- Elephant Joes will be hosting Morning Mocha at city hall on Wed, April 26th at 8am.
- Business Jive after Five will start in May.

8. City Council & Other Commission Updates

ME: Planning Commission updates:

- No meeting in April. In May, PZ is preparing for the industrial park expansion by reviewing the zoning definitions, landscape standards and façade standards.

CL: Council updates:

- Merger Street is total reconstruct project – businesses will always have accessibility. Parking lot entry by Lazy Loon will be closed off.
- Seal coating and crack filling will be done on Hill Street and Wilson Street
- Masonic Lodge and Old Town projects continue.

9. **Upcoming Meetings** - Next EDC meeting – 6:00 pm, May 10, 2023

10. Adjournment

Motion: ME/JW to adjourn. Motion passed 5-0.

Respectfully submitted,

Karen Hallquist, Community & Economic Development Director



TO: Economic Development Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: May 10, 2023

SUBJECT: NYA Business Dashboard

Business Development	Location	Status
Carver Canine	13950 Hwy 5	TBD
KJS Laundromat	219 Elm St E	Ribbon cutting TBD??
Copper Canyon Bar & Grill	425 Merger St	Opening May 2023
Children of Tomorrow	316 Hwy 212	Expansion
Business Inquiries		
PuroClean	RC-1	Potential for expansion
Mini Storage	B-1 Business Industrial	Interested in city-owned greenspace
Mfg	I-1 Light Industrial	Interested in 2 nd Ind Park
Incubator Facility	I-1 Light Industrial	Interested in 2 nd Ind Park
Mfg - waterbased solutions	I-1 Light Industrial	Submitted LOI
Mfg Expansion	I-1	Researching options for 2 nd Ind Park
Mfg	I-1 Light Industrial	Submitted LOI
Mfg	B-1/I-1	Interested in 2 nd Ind Park
Mfg	I-1 Light Industrial	Interested in 2 nd Ind Park
Indoor storage	B-1/I-1 Business Industrial	Owner submitting LOI
Insurance Agency		Working with owner for location
Market Rate apartments	C-3 Downtown District	Conversation w developer
Retail/food shop	C-3 Downtown District	TBD
Housing Development Opportunities		
Kloth Property	16810 CR 31	61.32 acres of R-1 Residential - listed for \$1.6M - single family land available
Preserve/Meadow Property	N 700 block of Lakewood Trl	22.66 acres listed for \$1.2M
JAM Property	NE Corner of Tacoma/Hwy 212	60.69 acres of Transitional Ag land - for sale again
Wenlund Property	13620 CR 33 (south of NYA)	80+ acre parcel - inquiries
Emma Street Lots (7)	Emma Street, NYA	No change
Misc Projects		
All-park assessment	All nine parks	Met with Loss Control Consultant from LMC
Springfest Artisan Fair	Historic Downtown Elm St	Mayor Lagergren to be present at the booth - need a couple more people
City Hall Raingardens & Garden Plots		CHS to complete in Fall 2023
Hwy 212 Four Lane Expansion		Design meeting happening - set to start later 2024
Outlot A Plans/public water access	Outlot A & Lakewood Trl & Barnes Lake	Reaching out to DNR and CCWMO
Walking Track	Central Schools	No update
Old Town	Willkommen Memorial Park	Bids due May 3rd

Industrial Park Expansion		Feasibility study going on for infrastructure costs
Masonic Building	10 3 rd Ave SE	City Council to start razing process

Commercial Land for Sale

- [312 1st Street NE](#) -Rezoned C-3 Downtown District
- [Metro West Industrial Park](#) -frontage along US Highway 212 with vehicle access available off of Railroad Street. There are four lots remaining in this development, ranging in size from 1.28 - 2.52 acres.
- 420 W Railroad Street - bare lot w drainage ditch, no water/sewer access
- Industrial Blvd City-Owned Greenspace

Commercial Buildings for Sale or Lease

- [522 Faxon Road](#) - Timm Law office w/additional office space for lease
- 209 Main Street E - former meat market for lease
- 232 Main Street E - former Clark building
- 310 W Hwy 212 - whole building/s for sale
- 319 W Elm Street - former bakery building - office/retail/rental dwelling - for sale or lease

Residential Land for Sale

- [16810 CR 31](#)
- [7xx Lakewood Trail](#)
- [13620 CR 33](#) - south of NYA (not annexed)



TO: Economic Development Commission

FROM: Karen Hallquist, Community & Economic Development Director

DATE: May 10, 2023

SUBJECT: Old Business/Updates

7.A Small Business Seminar

Commissioners are to discuss the event:

- What were the successes of the event?
- What would we do differently?
- Is this something the EDC/Chamber would want to sponsor again?
- Is there another business avenue (i.e. marketing, social media, branding, etc.) that could be done for a future event?

7.B Housing Study

The NYA City Council approved the proposal submitted by WSB in the amount of \$15,000 at the April 24, 2023, meeting. Staff has confirmed with WSB, and a contract will be provided to sign to start the process. The timeline for completion is August 2023. Staff will be applying to the Carver County CDA Community Growth Initiative Pre-Development Grant Program in the amount of \$7,500.

7.C Central Trades & Advisory Group Update

Commissioner Eggers and CEDD Hallquist attended the Hutchinson Workforce Conference “Out of the Box & Into the Movement Education and Business: Working Together” on Friday, April 28th at the Hutchinson High School. Eggers and Hallquist will report on the event.

7.D Façade Program

Staff will provide a draft of the guidelines at the meeting.

7.E NYA Area Chamber of Commerce Updates