



ECONOMIC DEVELOPMENT AUTHORITY MEETING

December 19, 2023 at 6:00 PM

City Hall Council Chambers – 450 Virginia Avenue, Long Lake, MN 55356

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Approve Agenda**

4. **Consent Agenda**

A. Approve Minutes of April 18, 2023 Economic Development Authority Meeting

5. **Open Correspondence**

NOTE: Open Correspondence is an item on the agenda during which the public may address the EDA. **No formal action is taken by the EDA** and comments shall be limited to five minutes or less. *Open Correspondence comments may also be emailed to City staff by 12:00 noon on the date of the meeting.*

6. **Regular Business**

A. Recommendation to City Council Regarding Reappointment of Economic Development Authority Member Sahand Elmtalab

B. Extend Economic Development Authority Chair and Vice Chair Officer Position Appointments

Recommended Action: Staff recommends the Economic Development Authority make a *motion to approve extending the Board's current Chair and Vice Chair officer assignments until the Board meets as needed in 2024.* Currently, Board member Dyvik is serving as Chair, and Board member Feldmann holds the Vice Chair position. This action is being requested for compliance with the terms of the current EDA bylaws.

C. Updates From City Staff Regarding Parking Requirements and the Status of City-Owned Property at 1905 Wayzata Boulevard W

7. **Other Business**

8. **Adjourn**



MINUTES
Economic Development Authority
April 18, 2023

CALL TO ORDER

The Economic Development Authority meeting was called to order by Vice Chair Feldmann at 4:36 pm.

Present: Chair: Jahn Dyvik (arrived at 4:54 pm prior to adjournment); Vice Chair: Mike Feldmann; Board: Deirdre Kvale, Charlie Miner, Gina Joyce, and Tim Hultmann

Staff Present: City Administrator/Executive Director: Scott Weske; City Attorney: John Thames; and City Clerk: Jeanette Moeller

Absent: Board: Sahand Elmtalab (with prior notice)

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

A motion was made by Miner, seconded by Kvale, to approve the agenda. Ayes: all.

CONSENT AGENDA

- A. Approve Minutes of March 7, 2023 Economic Development Authority Meeting

A motion was made by Miner, seconded by Joyce, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the EDA during Open Correspondence.

BUSINESS ITEMS

Closed Session Pursuant to Minn. Stat. 13D.05, Subd 3(c)(3): Develop or Consider Offer for the Purchase or Sale of Real Property, PID #34-118-23-32-0002

A motion was made by Kvale, seconded by Miner, to move into a Closed Session pursuant to Minn. State. 13D.05, Subd 3 (c)(3). Ayes: all.

A motion was made by Miner, seconded by Hultmann, to exit the Closed Session. Ayes: all

City Attorney Thames summarized that the EDA had just concluded a Closed Session held pursuant to Minn. State. 13D.05, Subd 3 (c)(3) to discuss or consider an offer for the purchase or sale of real property, PID #34-118-23-32-0002, and staff was given direction.

Consider Approval of Resolution Authorizing Closing on the Purchase of Property

City Attorney Thames explained that Resolution No. 2023-21 had been prepared for EDA action to authorize closing on the sale of real property identified as PID #34-118-23-32-0002.

A motion was made by Miner, seconded by Joyce, to adopt Resolution No. 2023-21 authorizing closing for the sale of certain real property. Ayes: all.

OTHER BUSINESS

Interest in City Owned Property - Executive Director Weske shared that he had a conversation today with a company who has built other Caribou Cabin locations about possibilities there may be in the City, particularly the 1905 Wayzata Boulevard W property. He believes the company may consider submitting a potential site plan for staff review.

Chair Dyvik arrived to the meeting at 4:54 pm.

ADJOURN

Hearing no objection, Chair Dyvik adjourned the meeting by general consent at 4:56 pm.

Respectfully submitted,

Scott Weske, Executive Director



CITY OF
LONG LAKE

Economic Development Authority Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / December 19, 2023

SUBJECT: Recommendation to City Council Regarding Reappointment of Economic Development Authority Member Sahand Elmtalab

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/14/2023

Recommended City Council Action

Staff recommends the following:

Motion to recommend the City Council reappoint Sahand Elmtalab to serve as a resident at large member on the Economic Development Authority for a term effective January 1, 2024 through December 31, 2025.

Overview / Background

Per the Long Lake Economic Development Authority adopted bylaws:

At the end of their term, an at large member of the EDA whose term expires needs to indicate in writing to the EDA, their desire to be re-appointed to the EDA of the City of Long Lake. The EDA will make a recommendation to the City Council whether to reappoint the individual to the EDA or to seek applicants to fill the vacant seat.

Current EDA member Sahand Elmtalab was notified that his term would expire December 2023 and provided with information regarding the process for seeking reappointment should he be interested in serving another term. On Wednesday, December 9, staff received a written request via email from member Elmtalab requesting consideration of his reappointment.

Upon receipt of his request, the EDA may either motion to recommend the City Council reappoint EDA member Elmtalab to serve a term expiring December 31, 2025; or alternatively, the EDA has the option to recommend the City Council seek applications for the seat per the adopted organizational bylaws.

Supporting Information

- Email from current EDA member Sahand Elmtalab dated December 6, 2023 requesting reappointment



Jeanette Moeller <jmoeller@longlakemn.gov>

EDA Reappointment

Sahand Elmtalab <sahand.elmtalab@gmail.com>
To: Jeanette Moeller <jmoeller@longlakemn.gov>

Wed, Dec 6, 2023 at 10:35 AM

Hi Jeanette and EDA,

I hope you are all doing well.

I would like to request reappointment to serve another term.

Thank you,
Sahand

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Sahand Elmtalab ChFC® CLU®

Cell-(763) 439-0760
Email-sahand.elmtalab@gmail.com
<http://mecatalyst.com>