

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
May 5, 2014  
5:00 P.M.**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores.

**ROLL CALL**

Members Present: Mayor St. Ores, Councilmembers Carlson, Goldston, Hanson, and McGann

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, and City Attorney Andy Pratt

**REVIEW FINDINGS FROM UNIVERSITY OF MINNESOTA ECONOMIC DEVELOPMENT STUDY**

Administrator Martin reviewed a summary of the study that was completed by students at the University of Minnesota, as part of their curriculum for a class related to economic development. The study focused on a "Hometown" approach to capitalize on economic development opportunities in Bayport's existing, traditional downtown commercial corridor. Components of the study included a city site visit, inventory of existing properties, market analysis, niche business research, and strategies to encourage economic development. Suggested niche businesses that may add benefit to the city included food and beverage, home furnishing/remodeling, and grocery. Suggested strategies for economic development included business recruitment, revitalization of the downtown corridor, and promotion of the community through special events. The City Council noted their appreciation for the students' work on the project and was pleased that the study offered some suggestions that may be helpful as the city considers potential short and long-term economic development projects in the coming years.

**DISCUSS POTENTIAL SHORT AND LONG-TERM ECONOMIC DEVELOPMENT PROJECTS FOR 2014**

Administrator Martin reviewed the staff memo included in the workshop packet, focusing primarily on suggested short-term projects, which included the implementation of a business visit program and downtown beautification. He noted that staff contacted MnDOT and they did not object to placing hanging baskets on the city's utility poles within the business district, which was mentioned by the City Council at a previous workshop as a desired project for 2014. Per the City of Hudson, their downtown hanging baskets are 18" in diameter and cost approximately \$50.00 each. Brackets would also need to be installed on the poles for the baskets, which are estimated at a cost of \$30.00 each. Administrator Martin also reviewed options for decorative directional signage for the business district, to help direct motorists and visitors to businesses, parks, and city facilities that are less visible or not located along Highway 95. The consensus of the City Council was to add an item to the May 5, 2014 regular City Council meeting agenda to consider a 2014 expenditure for the hanging baskets and pole hardware. The City Council directed staff to obtain a cost estimate for directional signage within the business district, for consideration at a future workshop or meeting. The City Council also expressed interest in implementing a business visit program at some point in the future.

**REVIEW DRAFT BUSINESS SUBSIDY POLICY IN ACCORDANCE WITH MINNESOTA INVESTMENT FUND LOAN REQUIREMENTS**

Administrator Martin reviewed a proposed business subsidy policy, which was drafted by Attorney Pratt. He explained that the city is required by the Minnesota Department of Employment and Economic Development (DEED) to adopt this policy, in conjunction with the Minnesota Investment Fund Loan recently requested by Andersen Corporation for a proposed expansion project. The purpose of the policy is to provide broad parameters when providing public assistance to commercial and housing development projects. Attorney Pratt noted that several other municipalities have similar policies, especially those engaged in recurrent economic development.

The City Council was asked to review the draft policy over the next few weeks. The policy will be discussed at the June 9, 2014 City Council meeting.

**ADJOURNMENT**

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to adjourn the workshop at 5:54 p.m.