



CITY OF ST. JOSEPH

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St. Joseph Economic Development Authority

Tuesday, January 17th, 2023

12:00 PM

75 Callaway St E (St. Joseph City Hall)

**** The meeting will also be offered remotely via Zoom****

1. Call to order
2. Public Comments
3. Approve Agenda
4. Consent Agenda
 - a. Minutes – **Requested Action:** Approve the minutes of December 20th, 2022
 - b. Financial Report – **None - will be presented in Feb.**
5. 2023 Chair and Vice Chair nomination
6. Economic Dev. Goals – Comprehensive Plan
7. Boutique hotel update
8. JR Mobile update
9. General Business/Development update
10. Board Member Announcements
11. Adjourn

Zoom Meeting Information

Join Zoom Meeting

<https://us06web.zoom.us/j/89347556498?pwd=TTc4SGh4V3Y1bFBPSml3SHIXOGhJZz09>

Meeting ID: 893 4755 6498

Passcode: 707356

One tap mobile

+13126266799,,89347556498#,,,,*707356# US (Chicago)

+19292056099,,89347556498#,,,,*707356# US (New York)

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Pursuant to due call and notice thereof, the St. Joseph Economic Development Authority met on Tuesday, December 20th, 2022 at 12:00 PM.

Members Present: Board Members Dale Wick, Rick Schultz, Larry Hosch, Joe Bye, Kevin Kluesner

City Representatives Present: Community Development Director Nate Keller, Interim City Administrator Jeff O'Neil

Schultz called the St. Joseph Economic Development Authority meeting to order at 12:00 PM

Public Comments None

Agenda Approval: **Wick made a motion to approve the agenda as presented; seconded by Hosch and passed unanimously by those present.**

Consent Agenda: **Wick made a motion to approve the consent agenda as follows; seconded by Kluesner and passed unanimously by those present.**

- a. Minutes - Approve the minutes of October 18th, 2022
- b. Financial Report – Sept - Nov

EDA Finance Team

Kluesner and Bye volunteered to serve on the Finance Team.

2022 BR&E recap and 2023 strategy

Recap of 2022 was provided. Focus for 2023 is to reach out to: established businesses who have been in the community for a long time, and areas like the Industrial Park East that was annexed into the city in 2018.

2023 Priorities

Keller provided overview on priorities tied to Boutique hotel and continued redevelopment of the downtown. Schultz mentioned the importance of not losing focus on trying to continue to spur other developments like mixed use buildings. Discussion was also had on helping market the Industrial Park and spur development out at Gateway.

JR Mobile Update

Keller stated the owner had until December 19th to comply with the Correction and Compliance letter . Next steps are:

1. Attorney filing a notice to the court
2. Court schedules a hearing
3. Hearing is conducted

It's likely the Court at the hearing will grant additional time for the property owner to comply with the Compliance letter. Keller will keep EDA informed as progress continues.

General Business/Development updates

Keller updated the Board on" Dollar General, Industrial Park, Elm St Purchase Agreement, Planning Commission, CVB drone pictures, Shop Small Crawl, Winterfest, Connectivity Transportation grant for individuals, and affordable housing.

Board Member Announcements

Question asked regarding EDA leftover funds and being rolled over. Keller to follow-up.

Adjourn: **Wick made a motion to adjourn the meeting at 12:51 PM, seconded by Schultz and passed unanimously by those present.**

Nate Keller
Community Development Director



EDA Agenda Items 6-8

MEETING DATE: January 17th, 2023

AGENDA ITEM: 6-8

PREVIOUS BOARD ACTION:

6 – reviewed in 21/22.

7- updates provided past several months

8 – updates provided past several months

BACKGROUND INFORMATION:

[6 – Economic Dev. Goals – Comprehensive Plan](#)

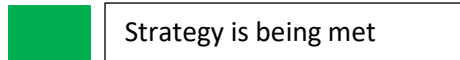
Annual review of Economic Dev. goals as depicted in Comp. Plan.

Staff will provide verbal overview of each Goal/Strategy and what has been done or worked on.

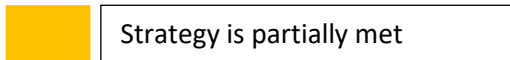
Staff is looking for any feedback/comments on goals/strategies.

Staff has color coded the strategies based on progress made.

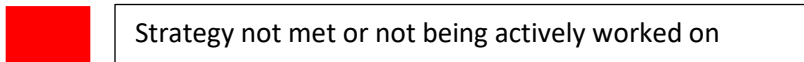
Key



Strategy is being met



Strategy is partially met



Strategy not met or not being actively worked on

[7 – Boutique hotel](#)

Verbal update will be provided

[8 – JR Mobile update](#)

Verbal update will be provided

BUDGET/FISCAL IMPACT: No cost for any of the agenda items

ATTACHMENTS: Comp. Plan
Goals/Strategies

REQUESTED BOARD ACTION:

No formal actions requested.



Implementation Matrix: Economic Development



Strategy Number	Strategy	Ownership	Priority
Goal 1: Retain, attract and grow businesses.			
Economic 1.1	Develop a "shop local" campaign. A strong local economy will attract new companies and businesses, and support the ongoing vitality of the city.	Economic Development Authority	High
Economic 1.2	Support and enhance existing businesses. Seek opportunities to learn about and solve barriers to retention of businesses like a Business Mentorship Program or Business Retention Program.	Economic Development Authority	Medium
Economic 1.3	Develop and distribute key informational resources, such as guidelines and best practices, to support decision-making of existing businesses.	Economic Development Authority	Medium
Economic 1.4	Directory of locally-owned businesses, searchable by good or service provided - please see www.ppna.org/shop-powderhorn for an example.	Economic Development Authority	High
Economic 1.5	Support redevelopment in downtown. Development in the downtown area should be consistent with the area's existing character, link to existing pedestrian and bicycle networks, and emphasize a pedestrian-oriented development.	Community Development	High
Economic 1.6	Support the redevelopment of CSAH 75 area. The development of CSAH 75 will increase commerce and tourism, as well as efficient transportation across the City.	Economic Development Authority	High
Economic 1.7	Attract larger businesses. Create strategic plans to attract large businesses that require a large employee base. New businesses should reflect the values, visions, needs of the St. Joseph community. If possible, businesses should consider brownfield sites to revitalize existing areas.	Economic Development Authority	High
Economic 1.8	Develop a pipeline of trained interns and potential new staff into existing and new businesses. Partner with local educational institutions to connect students and recent graduates with local employers, and support the staffing needs of new and growing businesses.	Economic Development Authority	High
Economic 1.9	Support the development of business incubators for local start-ups. Business incubator spaces provide small spaces that are affordable to start-up businesses. Work with local developers and property owners to develop a business incubator in the walkable Downtown area of St. Joseph (attractive to software or tech start-ups), as well as in the industrial areas of the city (attractive to manufacturing start-ups).	Economic Development Authority	High
Goal 2: Focus on competitiveness.			
Economic 2.1	Establish and maintain public and private partnerships. Public entities should collaborate with private entities, when possible.	Economic Development Authority	Low
Economic 2.2	Provide business incentives. Comprehensive incentives should be present to create healthy growth for existing businesses and encourage new businesses.	Economic Development Authority, City Council	Medium
Economic 2.3	Review land use and zoning standards. Zoning standards should reflect current needs of community while creating new opportunities for residential and commercial growth.	Community Development	High
Economic 2.4	Utilize Technology. Advanced and updated technology should improve residents' quality of life, provide additional resources for existing businesses, and attract new businesses and professionals.	Administration	Medium

Implementation Matrix: Economic Development

Strategy Number	Strategy	Ownership	Priority
Economic 2.5	Seek grant opportunities. Public community-based projects should be partly funded by outside grants.	Administration, Community Development	Low
Goal 3: Provide a high quality of life.			
Economic 3.1	Preserve community character. Businesses should reflect the “small-town” character to create a sense of place for residents and visitors. New businesses in downtown area should fit in with the existing architecture.	Community Development	High
Economic 3.2	Encourage strong community pride in urban and suburban areas. Public events and art, vibrant open spaces, City marketing efforts, conservation of natural resources, and preservation of “small-town” character should focus on developing strong community pride.	Economic Development Authority, Planning Commission, & City Council	High
Economic 3.3	Invest in a high-quality education. Opportunities within public and private entities should be created to provide youth more professional experiences to gain tools and resources. The City should continue to partner with the School District to provide these tools.	Administration	Medium
Goal 4: Retain and attract residents.			
Economic 4.1	Explore the extension of public transportation. Public transportation should create mobility to all major parts of the City and be accessible to all residents and visitors.	Administration & City Council	High
Economic 4.2	Accommodate a variety of housing types. Accommodate housing for all ages, including a variety of housing types, including single-family, multi-family and mixed-use developments.	Community Development, Planning Commission & City Council	High
Economic 4.3	Recruit technology businesses. Seek opportunities to recruit technology businesses to create new employment and attract outside professionals.	Economic Development Authority	High
Goal 5: Strengthen the downtown as a center for historical and cultural history.			
Economic 5.1	Support new and existing businesses in the downtown and urban areas that provide dining, retail, arts and entertainment.	Economic Development Authority	High
Economic 5.2	Create new educational, cultural, and recreational activities and spaces downtown.	Economic Development Authority	Low
Economic 5.3	Maintain and enhance existing public spaces while creating new public spaces for social interaction in the urban and suburban areas.	Community Development	Medium
Economic 5.4	Work with the St. Joseph Historical Society to create a list for designating buildings on local, state, or national registers in the downtown and urban areas.	Planning Commission	Medium
Economic 5.5	Provide economic incentives and design flexibility to encourage restoration of historically significant buildings downtown.	Community Development, Economic Development Authority & City Council	Low

Implementation Matrix: Economic Development

Strategy Number	Strategy	Ownership	Priority
Goal 6: Continue to host and sponsor local arts and cultural activities.			
Economic 6.1	Incorporate public art into the design of public spaces and infrastructure.	City Council	Low
Economic 6.2	Explore regulations to implement a "percent for arts" requirements in community projects.	City Council	Low
Economic 6.3	Create a community wide project to create a seal used in a range of public activities.	Planning Commission	Medium
Economic 6.4	Create opportunities, in collaboration with the College of St. Benedict, All Saints Academy, and Kennedy School students, for the public to contribute to public art and landscaping within the City.	Park Board	High
Economic 6.5	Solicit input from local developers when building or renovating public buildings.	Community Development	High