



HERMANTOWN ECONOMIC DEVELOPMENT AUTHORITY

AGENDA

**Thursday, December 19, 2024 at 5:00 p.m.
Council Chambers
Governmental Services Building**

- 1. ROLL CALL**
- 2. MINUTES** – Approval or correction
 - 2.1 October 24, 2024 HEDA Minutes
- 3. MOTIONS**
 - 3.1 Meeting Schedule 2025
- 4. RESOLUTIONS**
- 5. WORK SESSION**
 - 5.1 Uptown Urban Design Master Plan – Project Principles
 - 5.2 General Updates
- 6. RECESS**

CITY OF HERMANTOWN

HERMANTOWN ECONOMIC DEVELOPMENT AUTHORITY

Thursday, October 24, 2024 at 4:00 PM Central

Council Chambers, City Hall – Hermantown Governmental Services Building

Mayor Wayne Boucher: Present
Councilor John Geissler: Absent
Dwayne Haapanen: Absent
Councilor Andy Hjelle: Present
Councilor Ellie Jones: Present
Councilor Brian LeBlanc: Present
Karen Pionk: Present

CITY STAFF: Joe Wicklund, Assistant City Administrator; Chad Ronchetti, Economic Development Director; Eric Johnson Community Development Director;; Steve Overom, HEDA Attorney; David Bolf, City Engineer

VISITORS: John Stauber, Stauber Properties

1. **ROLL CALL**

2. **MINUTES**

A. Approve September 26, 2024 HEDA Minutes

Motion to approve minutes as presented. This motion, made by LaBlac and seconded by Pionk, Carried.

Mayor Wayne Boucher: Yea
Councilor John Geissler: Absent
Dwayne Haapanen: Absent
Councilor Andy Hjelle: Yea
Councilor Ellie Jones: Yea
Councilor Brian LeBlanc: Yea
Karen Pionk: Yea

Yea: 5, Nay: 0, Absent: 2

3. **MOTIONS**

a. **Reschedule or cancel remaining meeting dates for 2024**

Director Ronchetti asked the Commission how if they would like to cancel or reschedule the meetings that coincide with Thanksgiving and Christmas. President Boucher recommended canceling the November meeting and moving the December meeting to Thursday, December 19th.

Motion to cancel the November meeting and reschedule the December meeting to Thursday, December 19th was presented. This motion, made by Boucher and seconded by

LaBlac, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Dwayne Haapanen:	Absent
Councilor Andy Hjelle:	Yea
Councilor Ellie Jones:	Yea
Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea
Yea: 5, Nay: 0, Absent: 2	

4. **RESOLUTIONS**

a. **2024-03H Resolution Approving an agreement for professional consulting services with Zimmerman/Volk Associates, Inc. for the total consideration of \$24,500.00**

Director Ronchetti discussed the concept of an 18-hour day where people engage in activities like coffee shops in the morning and breweries in the evening. They also highlighted the importance of housing in maintaining downtown vibrancy. Staff recommended a study on residential market potential. This approach, used Zimmerman/Volk would provide insights into the types of housing units needed, price points, and purchase rates. Staff emphasized that this study would offer clarity and confidence to investors and guidance for policy-making, while also promoting a mixed generation community. Commissioner Jones asked if this would help the school district plan for any long term impacts to their system. Director Ronchetti agreed that it would by allowing them to estimate impacts through the housing units expected to be produced. Commissioner LaBlac asked if HEDA had the funds for this study, and Director Ronchetti stated it did.

Motion to approve 2024-03H Approving an agreement for professional consulting services with Zimmerman/Volk Associates, Inc. for the total consideration of \$24,500.00. This motion, made by Commissioner Jones and seconded by Commissioner Pionk, carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Dwayne Haapanen:	Absent
Councilor Andy Hjelle:	Yea
Councilor Ellie Jones:	Yea
Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea
Yea: 5, Nay: 0, Absent: 2	

5. **WORK SESSION (Project Updates)**

5.1 – Section 24 Development

5.1.1 – Timeline

Director Ronchetti discussed the development of Section 24. Staff presented the conceptual timeline for development of the first phase, the role of housing in the community center, the process for master planning, the relationship between the Comprehensive Plan and the updated zoning districts, and the tactical steps to relocate soccer fields.

5.1.2 – Urban Design Master Plan

Director Ronchetti discussed an Urban Design master plan for Section 24, aiming to guide development and align land uses and infrastructure. The plan would involve community engagement and elected official work sessions. Commissioner Jones asked Mr. Stauber of Stauber Properties how having a master plan and housing study would impact his development plans. Mr. Stauber said that infrastructure cost was the limiting factor for private development and a master plan, combined with city investment in the overall infrastructure, would support his development. Director Ronchetti recommended the formation of a HEDA Advisory Board to create guiding principles for the process and provide a means of regular input for the plan by the Commission. The Commission agreed that the concept of an Urban Design Master Plan should continue to be evaluated.

5.1.3 – Private Developer Partner Selection

Director Ronchetti recommended that part way through the master planning process, a private development partner should be solicited for the development of the Stebner Park portion of Section 24 as a way to catalyze development in the other parts of Section 24. Ronchetti explained the differences between an RFP and an RFQ.

5.2 – Engwall’s Redevelopment Project Update

Director Ronchetti informed the Commission that a new party was interested in the development of the Engwalls property, but that negotiations for land sale were not progressing. Director Ronchetti had hoped that there would be more progress by the Commission meeting, but there was little to update on at this time.

5.3 – Other Business

Director Ronchetti relayed the rough order of magnitude cost received from Northspan to update the comprehensive plan \$10,000-\$30,000. Director Ronchetti recommended that staff focus on the master planning effort on Section 24 and not move forward with a strategic planning update at this time. The Commission agreed.

6. **RECESS**


Motion to recess at 5:18 p.m. This motion, made by Commissioner LaBlac and seconded by Commissioner Pionk, Carried.

Mayor Wayne Boucher:	Yea
Councilor John Geissler:	Absent
Dwayne Haapanen:	Absent
Councilor Andy Hjelle:	Yea
Councilor Ellie Jones:	Yea
Councilor Brian LeBlanc:	Yea
Karen Pionk:	Yea

Yea: 5, Nay: 0, Absent: 2

Recorded by:

John Mulder, City Administrator

HEDA MEETING DATE:		December, 19 2024	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Meeting dates for 2025		

RESOLUTION:
 MOTION:
 WORK SESSION:
 OTHER:

REQUESTED ACTION

Provide input and guidance on the drafted Project Principles for the Section 24 Concept Master Plan.

BACKGROUND

Having regular meeting dates assists in planning and scheduling meetings with consultants and developers. The following list is the fourth Thursday of each month with two exceptions as explained below. It is proposed that meetings be held at 5:00 p.m.


- January 23, 2025
- February 27, 2025
- March 27, 2025
- April 17, 2025 Third Thursday (The fourth Thursday is the MN Brownfield Conference)
- May 22, 2025
- June 19, 2025 Third Thursday (the fourth Thursday is the League of MN Cities Conference)
- July 24, 2025 Annual Meeting
- August 28, 2025
- September 25, 2025
- October 23, 2025
- November 20, 2025 Third Thursday (the fourth Thursday is Thanksgiving)
- December 18, 2025 Third Thursday (the fourth Thursday is Christmas)

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Hermantown Economic Development Authority

HEDA’s mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

HEDA MEETING DATE:		December, 19 2024	
TO:	HEDA Commissioners		
FROM:	Chad Ronchetti, Economic Development Director		
SUBJECT:	Section 24 Planning Principles		

RESOLUTION: **WORK SESSION** **OTHER:**

REQUESTED ACTION

Provide input and guidance on the drafted Project Principles for the Section 24 Concept Master Plan.

BACKGROUND

At the October 24th HEDA meeting, the Commission discussed the development and release of a Request for Proposals to obtain a team of consultants that will guide city staff, this Commission, and the community through an Urban Design Master Plan for Section 24.

The intent of the resulting Urban Design Master plan is to be a 10-15 year roadmap for the community and development partners for the physical development of Section 24. Principle based planning provides a means to keep discussions focused and intentional, providing a grounding reference to the foundational elements the outcomes will be measured against. To that end, staff drafted three Project Principles that will serve key guides to the input sought from the community, stakeholder feedback, and project partners. The three principles are:

Culture:

Uptown will imbue our community’s culture of balance between big-city amenities, country living, and a small-town feel. As one of the few growing northern Minnesota cities, Hermantown seeks to remain a welcoming community that continually fosters the heart of what it means to be a special hometown though a cohesive, vibrant, and exciting Uptown at the Hermantown Marketplace that aligns with the communities next natural evolutionary step.

Economy:

This special opportunity will provide for the creation and development of an Uptown mixed-use district where: economic vitality meets community gathering space; sense of place is fostered through residential and commercial connections that engender a hometown atmosphere; and create a destination that generates everyday social and mercantile activities across multiple generations.

Hermantown Economic Development Authority

HEDA’s mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

Connection:

Hermantown's future Main Street and connecting lanes will have well-appointed streetscapes that promote walkability and encourage patronage and commerce. Uptown will provide a community space that brings people together and emboldens our already-strong community spirit. This new neighborhood design of mixed housing types and commercial architecture will engage the senses, strongly tie to Hermantown's unique past, and cultivate connections to people and place.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

PROJECT PRINCIPLES

CULTURE

Uptown will imbue our community's culture of balance between big-city amenities, country living, and a small-town feel. As one of the few growing northern Minnesota cities, Hermantown seeks to remain a welcoming community that continually fosters the heart of what it means to be a special hometown through a cohesive, vibrant, and exciting Uptown at the Hermantown Marketplace that aligns with the community's next natural evolutionary step.

ECONOMY

This special opportunity will provide for the creation and development of an Uptown mixed-use district where: economic vitality meets community gathering space; sense of place is fostered through residential and commercial connections that engender a hometown atmosphere; and create a destination that generates everyday social and mercantile activities across multiple generations.

CONNECTION

Connection to the built environment is crucial to creating a unique sense of place. Hermantown's future Main Street and connecting lanes will have well-appointed streetscapes that promote walkability and encourage patronage and commerce. Uptown will provide a community space that brings people together and emboldens our already-strong community spirit. This new neighborhood design of mixed housing types and commercial architecture will engage the senses, strongly tie to Hermantown's unique past, and cultivate connections to people and place.