

**MINNETONKA ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

**March 13, 2007
6:00 p.m.**

**Boards and Commissions Room
Minnetonka City Hall, Lower Level**

1. CALL TO ORDER.

EDA President Peter St. Peter called the meeting to order at 6:02 p.m.

2. ROLL CALL.

EDA Commissioners present: Liz Bayer, Dan Duffy, Bunny Robinson (arrived at 6:15), Peter St. Peter, Bob Walker, and Bill Yaeger.

EDA Commissioners absent: Al Thomas and Tony Wagner.

Staff present: John Gunyou, Geralyn Barone, Ron Rankin, Elise Durbin and Vanessa Haight.

Others: Ann Perry

3. APPROVE MINUTES OF FEBRUARY 22, 2007 EDA MEETING.

Walker moved, Duffy seconded a motion to approve the February 22, 2007 EDA meeting minutes. Duffy, St. Peter, and Walker voted yes. Yaeger abstained. Motion passed.

BUSINESS ITEMS

4. COMPREHENSIVE PLAN UPDATE

St. Peter introduced John Gunyou, Geralyn Barone, and Ann Perry.

Rankin introduced the item, stating that some background has been provided in the staff report, and then turned it over to the City Manger, John Gunyou.

Gunyou explained that the city is required to update the comprehensive plan every ten years. Both future development and planning for public services is included in the comprehensive plan. The process will consist of three stages: affirmation of community values, policy analysis and determinations, and plan development. The community values will likely not change drastically. The

community has been asked to comment on community values through a survey put in the Minnetonka Memo and the website. Staff will be working to gather additional community input through a variety of methods.

On April 18th, the boards & commissions will gather for a recognition dinner and a comprehensive plan kick-off discussion. The state demographer and the state economist will present to the group, providing demographic and economic projections.

Gunyou walked the EDA through the presentation slides, summarizing the policy development and plan development portions of the comprehensive plan process. The plan development portion of the process will include planning for services such as fire and police. Since the overall comprehensive plan will likely not change drastically, focus will be placed on planning in specific geographic areas, including Opus, the I-393 Corridor and Ridgedale, Minnehaha Creek/Minnetonka Mills, Highway 7, Shady Oak Road, 169/Minnetonka Blvd, and 101/Minnetonka Blvd.

Gunyou explained the responsibilities involved in the project. A steering committee, consisting of 10-12 residents and chaired by the mayor, will meet at minimum on a monthly basis. A number of consultants will be involved, including SRF, water experts, and Maxfield Research. Ann Perry will act as project manager. Ms. Perry was previously the Minnetonka City Planning Director and currently resides in Minnetonka.

The majority of the work will be done in 2007. Gunyou noted the schedule included in the packet is currently being revised. The comprehensive plan is expected to be complete and turned into the Metropolitan Council in the summer of 2008.

Regarding the work to be done by the EDA, the housing update will be done sooner than later. Maxfield Research will be completing the housing update and will likely begin work soon. Once the scope of work with Maxfield is finalized, an EDA work schedule will be set up.

Walker asked about the scope of services with Maxfield. Rankin explained that Maxfield will update the housing needs report completed in 2002, but hope is that they will go beyond a simple update.

St. Peter spoke to the importance of the housing portion of the comprehensive plan, stating that much of the housing stock is 50 years old and noting the probability of redevelopment in certain neighborhoods.

Duffy asked if the developers coming to the city are looking at potential sites using the old comprehensive plan or if they are coming in based on word of

mouth. Gunyou stated that it is a combination. Rankin added that senior housing is a common point of interest.

Walker asked if key educators will be involved in the process, such as developers, businesses, and major employers. Perry stated in past comprehensive plan updates, a focus group was held with developers. Walker stated that involving the business interest is critical and he hopes the comprehensive plan will be used as a marketing tool to attract people, including employers and developers to the city.

Gunyou stated that Minnetonka has the ability to be more selective if it so chooses because it is a desirable community.

Gunyou asked the EDA to please note the April 18th comprehensive plan discussion and hopes everyone can be in attendance.

5. STAFF REPORT.

Haight reviewed the staff report items, including a welcome to Bill Yaeger, Glen Lake update, Southwest Transitway update, Homes Within Reach update, Metropolitan Council formula, and upcoming events.

6. OTHER BUSINESS.

The EDA decided that in lieu of the regularly scheduled April 10th EDA meeting, they would attend the April 18th recognition dinner and comprehensive plan discussion. The Maxfield Research scope of services will be discussed at the May 8th EDA meeting.

7. ADJOURN.

Duffy moved, Walker seconded a motion to adjourn the meeting. All voted yes. Motion passed. The meeting adjourned at 7:09 p.m.