



CITY OF NEWPORT
2060 1ST Avenue
Newport, MN 55055
(651) 459-5677
ci.newport.mn.us

President:	Laurie Elliott	E.D. Director / City Administrator:	Joe Hatch
Board of	Kevin Chapdelaine	Asst. to the City Admin:	Travis Brierley
Commissioners:	Tom Ingemann	Authority Attorney:	Flaherty & Hood
	Marvin Taylor		
	Bill Sumner		

NEWPORT ECONOMIC DEVELOPMENT AUTHORITY AGENDA
March 16, 2023- Immediately Following the City Council Workshop

1. CALL TO ORDER
2. ROLL CALL
3. ADOPT AGENDA
4. CONSENT AGENDA
 - A. Minutes- October 6, 2022
5. AREA STUDY CONSULTANT
6. ADJOURNMENT



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NEWPORT ECONOMIC DEVELOPMENT AUTHORITY MINUTES
October 6, 2022

1. CALL TO ORDER

President Elliott called the Newport Economic Development Authority meeting to order at 7:45 p.m. on October 6, 2022.

2. ROLL CALL

Present (4): President Laurie Elliott, Commissioner Kevin Chapdelaine, Commissioner Tom Ingemann, and Commissioner Marvin Taylor.

Not Present (1): Commissioner Rozlyn Johnson.

3. ADOPT AGENDA

Commissioner Ingemann motioned to adopt the agenda. Seconded by Commissioner Chapdelaine. Approved 4-0.

4. CONSENT AGENDA

A. Minutes- September 15, 2022

Commissioner Chapdelaine motioned to approve the minutes of the September 15, 2022 NEDA meeting. Seconded by Commissioner Taylor. Approved 4-0.

5. 975 2nd Avenue

A. NEDA Resolution No 2022-01- Purchase Agreement

Assistant to the City Administrator Travis Brierley stated the resolution in front of Council is for the sale of 975 2nd Avenue. The agreement includes the purchase agreement and lot line adjustment. The City Attorney has reviewed this agreement.

Commissioner Ingemann motioned to adopt NEDA Resolution No. 2022-01 – Purchase Agreement for 975 2nd Avenue. Seconded by Commissioner Chapdelaine. Approved 4-0.

6. ADJOURNMENT

Commissioner Chapdelaine motioned to adjourn the Newport Economic Development Authority meeting. Seconded by Commissioner Ingemann. Approved 4-0.

The Newport Economic Development Authority meeting was adjourned at 7:48 p.m. on October 6, 2022.

Respectfully submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, President



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MEMO

TO: Honorable President and EDA Commissioners
FROM: Joe Hatch, City Administrator
DATE: March 16, 2023
SUBJECT: Corridor Area Study

Staff, under the direction of the City Council, completed a review of submitted proposals for a corridor area study along 7th and Hastings Avenues. The three (3) engineering/planning firms approached to submit proposals included Bolten & Menk, Hoisington, Koegler Group (HKGi), and Stantec. All reviewed responses projected between 4 to 6 months to complete the study and publish the results.

Staff reviewed and considered the quality of the responses in the following categories:

- Qualifications & Previous Experience
- References (checked by staff)
- Narrative of scope
- Costs
- Overall impressions and quality of response

Recommendation

After scoring the responses and performing reference checks, staff recommends the City Council approve the hiring of HKGi to perform a corridor area study along 7th Avenue and Hastings Avenue. Furthermore, it is recommended to set a budget cap for the project at \$50,000.