



**New Brighton Economic Development Commission
Agenda
Upper Level Conference Room | Zoom
New Brighton City Hall 803 Old Hwy 8 NW, New Brighton , MN
7:30 AM November 5, 2025**

Members of the Economic Development Commission will attend the meeting in person unless eligible to attend remotely per MN Stat. 13D.02.

To participate in this meeting, members of the public may:

- **Attend the meeting in person.**
- **Watch the meeting electronically.** Tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast). To observe the meeting as a livestream or a webcast, visit NBMN.info/View-A-Meeting

I. Call to Order and Roll Call

EDC Chair Brian Krohn	EDC Commissioner Paul Zisla
EDC Vice-Chair Victoria Prasek	EDC Commissioner Merhawi Yigzaw
EDC Commissioner Bruce Howard	EDC Commissioner - vacant
EDC Commissioner Jonathan Dummer	EDC Commissioner - vacant

II. Approval of Agenda

III. Approval of Past Minutes

1. October 1, 2025

IV. Report from City Council Liaison

V. Business Items

1. Housing Action Plan Introduction & Survey
2. **Monthly Business Contacts Round Table**
3. **Monthly Climate Action Plan Activities Round Table**

VI. Adjournment



MINUTES
New Brighton Economic Development Commission
Regular Meeting – October 1, 2025
7:30 a.m.

I. Call to Order

Chair Krohn called the meeting to order at 7:30 a.m.

II. Roll Call

Members Present: Chair Brian Krohn, Commissioners Jonathan Dummer, Bruce Howard, Merhawi Yigzaw, and Paul Zisla

Members Absent: Commissioner Victoria Prasek

Also Present: Ben Gozola-Assistant Director of Community Assets & Development

III. Approval of Agenda

Motion by Commissioner Zisla, seconded by Commissioner Howard to approve the agenda as presented.

Approved 5-0

IV. Approval of Minutes

Motion by Commissioner Zisla, seconded by Commissioner Dummer to approve the minutes from the September 3, 2025 meeting.

Approved 5-0

V. Report from Council Liaison

There was no report from the City Council.

VI. Business Items

A. Monthly Business Contacts Round Table

Gozola stated each month, the Commission will go around the table and let each Commissioner provide updates on their business contact(s).

Discussion included:

- Commissioner Zisla reported he stopped and visited with the Cathy Hanson Interiors where he learned Stephanie, Cathy's daughter has taken over the business.
- Commissioner Howard explained he tried to visit with Verterra and followed up with them with a call.
- Chair Krohn stated he met with Ryan Ventures and learned this organization was interested in being involved in Stockyards Days.
- Commissioner Yigzaw explained he visited with Gifford Fitness two weeks ago and he talked to the front desk person as a manager was not onsite. He stated their only concern at this time was with parking.
- Commissioner Dummer commented he sent emails to Imperial Dade and Donatelle.
- Commissioner Howard supported an EDC member going out and welcoming new business owners to the community when a new business opens in New Brighton.
- Commissioner Zisla suggested a welcome packet be created and handed out to new business owners.
- Gozola reported the OCM opened up the licensing for low dose cannabis retailers October 1 through October 31.

B. Monthly Climate Action Plan Activities Round Table

Gozola reported each month, the Commission will go around the table and let each Commissioner provide any updates they may have regarding climate action plan initiatives. He reviewed the items that were discussed at the last EDC meeting and asked if the Commissioners had further input or direction for staff.

Discussion included:

- Commissioner Zisla stated Xcel has been running full page energy efficiency ads with information for homeowners. He recommended the City focus their efforts on educating multi-family properties.
- Commissioner Dummer explained he was interested in promoting energy efficiency programs for local businesses.
- Commissioner Zisla indicated he was interested in meeting with someone from the City's water department.
- Commissioner Howard reported he visited the Xcel Energy website and learned about home energy rebates and asked how the information he gathered would be utilized by the City.

- Commissioner Howard commented further on the sustainability information on the City's website and noted he would like to make this more accessible to the residents and business owners in the community because it was hard to find. Gozola encouraged Commissioner Howard to pass along his notes to staff.
- Commissioner Howard stated he would like to seek ways to encourage local business owners to become Climate Champions.
- Commissioner Zisla supported the group speaking further about the goals and objectives of the Climate Action Plan.

C. Upcoming (Grant Funded) Planning Efforts Involving the EDC

Gozola reported starting this month, the City will be embarking on multiple planning efforts that will involve the EDC at various points in time:

1. 2050 Comprehensive Plan
2. The "Envisioning New Brighton Town Center" Study;
3. Creation of a "Housing Action Plan;" and
4. Brightwood Hills Clubhouse Redevelopment

Gozola reported staff will utilize this opportunity to update the EDC on each of these planning efforts, and what role the EDC is expected to play in each effort over the coming months. Staff commented further on the public feedback that would be pursued for the upcoming planning projects, noting this would include an online survey.

Discussion included:

- Commissioner Howard stated he supported the City pursuing the Town Center plan as this may assist with creating a downtown area.
- Staff provided further information on the public outreach plan.
- The Housing Action Plan timeline was reviewed with the Commission and it was noted staff would be bringing this item back to the EDC in November for further discussion.
- It was noted the Planning Commission would be reviewing a rezoning for the Brightwood Hills Clubhouse property in October.
- The Commission thanked staff for the update on the upcoming planning efforts that would be coming before the EDC.

D. EDC Business Cards

Gozola stated EDC members will be receiving generic Commission business cards either at this meeting. Staff will use this opportunity to distribute the cards (if received) or to share the business card template being used.

Discussion included:

- The Commission thanked Commissioner Howard for his assistance on the EDC business cards.

VII. Adjourn

The meeting adjourned at 8:32 am

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ben Gozola". The signature is fluid and cursive, with the first name "Ben" and last name "Gozola" clearly distinguishable.

Ben Gozola
Assistant Director of Community Assets and Development
of Community Assets and Development



Agenda Section:	Business Items
Report Date:	10/31/2025
Meeting Date:	November 5, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Housing Action Plan Introduction & Survey

Action Requested:	
Public Hearing	Motion
Discussion	Informational
Form of Action:	
Resolution	Ordinance
Contract/Agreement	N/A or Other
Votes Needed:	
3 Votes	4 Votes
5 Votes	N/A

Summary Statement:	The City of New Brighton was recently awarded a policy development grant from the Metropolitan Council for the creation of a Housing Action Plan. As housing is an area of focus assigned to the EDC, this commission will be heavily involved in this planning process moving forward. On Wednesday, November 5th, Breanne Kennedy from Thrive LLC will be leading a discussion with EDC members regarding the Housing Action Plan, an will introduce a survey you'll be asked to take to set the foundation for our work between now and July 2026.
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Recommendations:	Participate in the discussion, and pose questions as needed.
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Applicable Deadlines:	EDC members will be asked to take a survey this month to provide your input on the two specific policies or programs to be created in addition to a program for administering Local Affordable Housing Assistance (LAHA) funds.
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Community Impact:	The policies or programs created through this planning effort, if done properly, should have a positive impact on housing within the City of New Brighton.
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Legislative History:	Sept 2025 -- City Awarded a Met Council Policy Development Grant to complete a Housing Action Plan Oct 2025 -- Council authorized a contract with Thrive LLC to lead the Housing Action Plan efforts
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No (grant funded)	Yes \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

Attachments:	1. Intro to the Housing Action Plan Slide Deck
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New Brighton

Housing Action Plan Project Introduction

EDC Meeting – November 5, 2025

Equity Commission – November 20, 2025

City Council Meeting – November 25, 2025

Why are we doing
this?

Improve city's existing housing stock and build more housing for its residents

Plan for use of LAHA funds (state approved metro sales tax direct to cities)

Implement the plans from prior years

Leverage grant dollars from Metropolitan Council

Previous Work on Housing



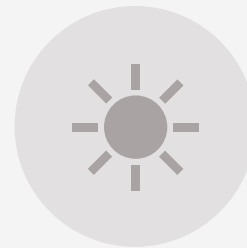
Housing Study



Comprehensive
Plan



Zoning Code



Climate Action
Plan

Other Recent Housing Initiatives



Creation of Accessory Dwelling Unit regulations



Revamping of the City's rental licensing approach to require licenses for ALL rentals (not just multifamily)



Tenant notification of potential building sale is now required



Short-term rental permit creation (i.e. Air B&B regs)



Updates to parking standards

Housing Policy/Programs

Strategy	Source	Status
Housing Development Fund Creation	Housing Study	
Establish a home re-hab program	Housing Study	
Mobile home revised rules that are enforceable	Housing Study	Completed
tenant notification ordinance	Housing Study	Completed
small home loan or grants for manufactured homes	Housing Study	
co-operative conversion support	Housing Study	
land trust conversion initiative	Housing Study	
rental license program re-vamp	Housing Study	Completed
developer recruitment for new housing developments, including senior co-ops	Housing Study	
allow multi-family in more areas of city - zoning	Housing Study	
ADUs- zoning	Housing Study	Completed
inclusionary housing ordinance or incentive program	Housing Study	
site selection and suitability/pre-development for market rate housing	Housing Study	
first time homebuyer DPA (first generation or existing NB renter DPA)	Comp Plan	
evaluate condition of existing housing stock	Comp Plan	
review code maintenance requirements	Comp Plan	
housing re-hab renovation program	Comp Plan	
infrastructure investment	Comp Plan	
housing committee	Comp Plan	
coordination with Section 8 program	Comp Plan	
Participate in local housing coalitions	Comp Plan	
Redevelopment strategies for Old Highway 8 and other key areas	Comp Plan	
Energy efficiency updates	Climate action Plan	

Housing Finance Tools

Tax Increment Financing

Low Income Housing Tax Credit Support

Metropolitan Council grants

Minnesota Housing grants

Re-development Fund (pooled TIF)

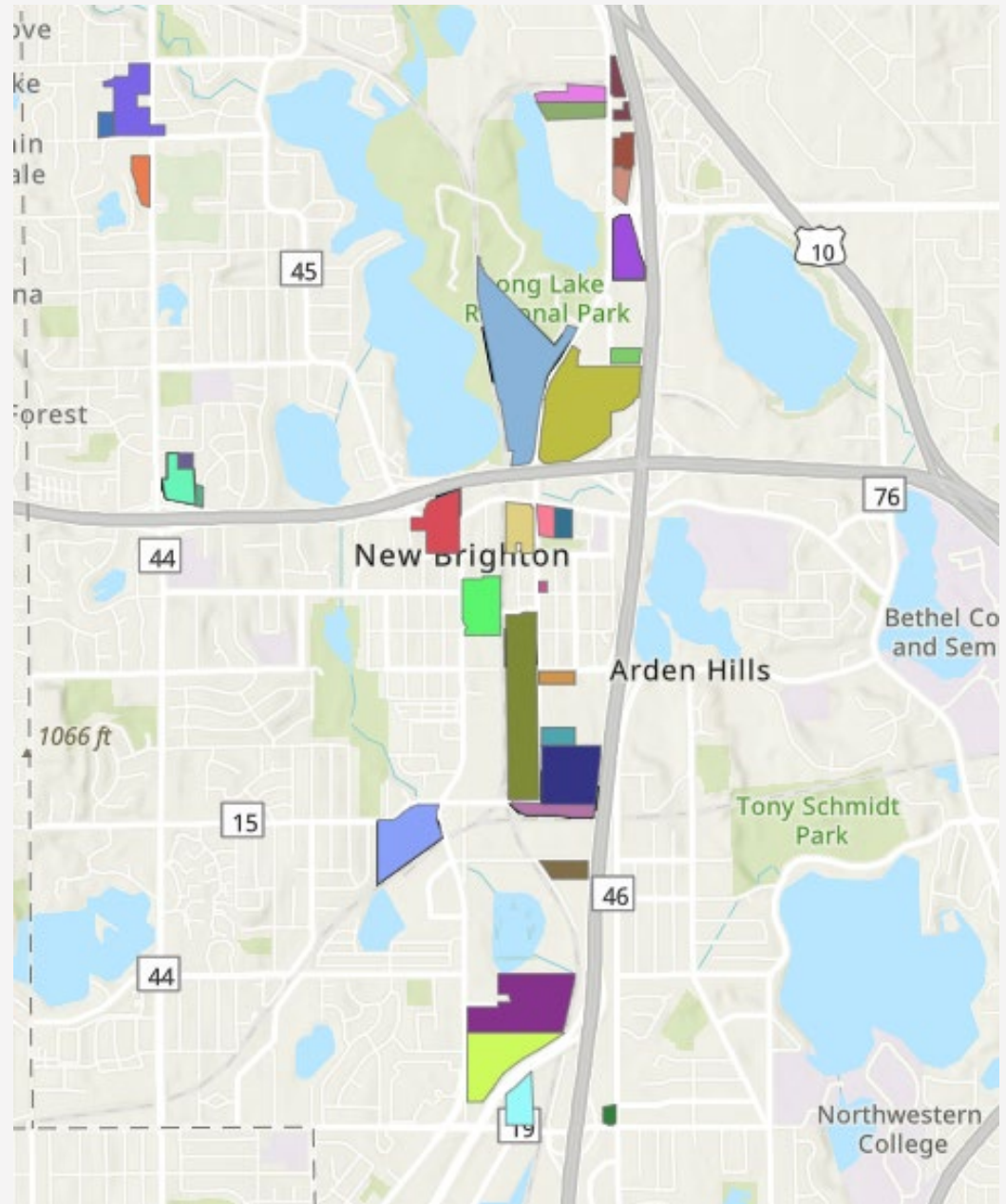
Tax Increment Financing Districts

- Estimated over \$226 million in new tax base from TIF districts for housing only*

*TIF #23, #34, and #35 properties participate in 4d (property tax incentive for affordable projects)

- 29 mapped TIF districts since 1987

	# Decertified	# Active
Housing use	4	3
Comm/Indus Use	15	6
Mixed Use		1
Total	19	10



What are we doing as
part of this project?

Phase I: Level-Setting and Project Introduction

- History of New Brighton housing and redevelopment initiatives
- Data summary and analysis
- What current plans say (summary)
- Council presentation to introduce and summarize current initiatives and garner feedback from them on desired housing direction
- Bi-weekly staff coordination meetings

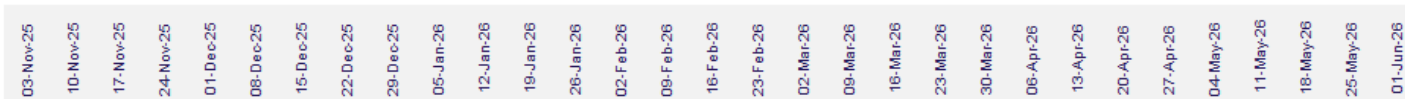
Phase II: Housing Action Plan Development

- Develop a Housing Action Plan, with feedback from Council and policymakers on priorities

Phase III: Policy Writing and Presentation

- Write and present **three** priority policy or programs, including research and policy writing

When will the work be completed?



TASK ID	TASK NAME	START DATE	END DATE	WEEKS	W45	W46	W47	W48	W49	W50	W51	W52	W53	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12	W13	W14	W15	W16	W17	W18	W19	W20	W21	W22	W23		
1	Project Kick-Off and Duration	11/4/2025	3/4/2026	18	[Green bar]																																
1.1	Bi-Monthly staff check ins	11/4/2025	3/4/2026			x		x		x		x		x		x		x		x		x															
1.2	EDC/Council priority exercise	11/25/2025	11/25/2025																																		
1.2	History, data, and analysis	11/4/2025	11/19/2025		[Green bar]																																
1.3	Current plan summary	11/4/2025	11/19/2025	3	[Green bar]																																
1.4	slide deck	11/25/2025	11/25/2025	1																																	
1.5	council presentation-priorities	11/25/2025	11/25/2025	1																																	
1.6	Policy Survey	11/1/2025	12/1/2025		[Green bar]																																
2	Draft housing action items	11/25/2025	1/1/2026	6				[Green bar]																													
2.1	Slide deck	1/1/2026	1/13/2026	3																																	
2.2	Council presentation	1/13/2026	1/13/2026	1																																	
3	Policy #1																																				
3.1	Draft Policy	1/1/2026	2/10/2026	7																																	
3.2	Slide deck	2/1/2026	2/1/2026	1																																	
3.3	Presentation to Council/Commissions	2/1/2026	2/10/2026	3																																	
4	Policy #2																																				
4.1	Draft policy	2/1/2026	3/3/2026	6																																	
4.2	Slide deck	2/18/2026	3/3/2026	3																																	
4.3	Presentation to Council/Commission	3/3/2026	3/4/2026	1																																	
5	Policy #3																																				
5.1	Draft policy	3/3/2026	4/2/2026	5																																	
5.2	Slide deck	4/7/2026	4/7/2026	1																																	
5.3	Presentation to Council/Commission	4/7/2026	4/7/2026	1																																	
5	Final Approval of All Policies	5/12/2026	5/12/2026	1																																	

What does the Council
need to do?

1. Complete the Housing Action Priorities Survey!

<https://docs.google.com/forms/d/e/1FAIpQLSehaMu22ZSgck-fmgZv8Lu3B9rq1j3dDYazpQTXFyppltnEg/viewform?usp=header>



2. Review survey results from Council and Commissions and approve the work plan for policy development in the form of a Housing Action Plan (January)

3. Consider 3 Housing Policy/Programs, one at a time and provide feedback (February, March, and April)

4. Review all final versions of all three policies and approve (May and June)

One Month Look Ahead

January

- Evaluate Survey Data
- Present to EDC, Equity Commission, and Council
- Develop a 3 year housing action plan and use of LAHA funds
- Start drafting top selected housing policies or programs



Agenda Section:	Business Items
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Meeting Date:	November 5, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Monthly Business Contacts Round Table

Action Requested:	
Public Hearing	Motion
Discussion	Informational
Form of Action:	
Resolution	Ordinance
Contract/Agreement	N/A or Other
Votes Needed:	
3 Votes	4 Votes
5 Votes	N/A

Summary Statement:	<p>Each month, we will go around the table and let each Commissioner provide updates on their business contact(s).</p> <ul style="list-style-type: none"> - Any exciting updates to share about your business(es)? - Expanding? Hiring? Awards? Recognitions? - What issues are your business(es) facing? - Are there things the City or this Commission can do to help?
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Recommendations:	Please give a brief update on your business(es), and listen to the updates from your fellow commissioners. Ask questions as necessary to spur discussion.
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Applicable Deadlines:	None.
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Community Impact:	By making individual connections with our business community, EDC members will become a trusted liaison to the City, and a conduit to ensure questions and concerns from our business community are addressed as quickly as possible.
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Legislative History:	n\a
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

Attachments:	1. Business Outreach_Nov 2025
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Monthly Business Contacts Review



2025 Business Outreach Tracking Sheet

November 2025

	Victoria Prasek	Jonathan Dummer	Bruce Howard	Kristen Johnson (welcome!)	Mark Lindley (welcome!)	Merhawi Yigzaw	Paul Zisla	Jiewen Zheng (welcome!)
Business #1	The Exchange	Lucky Strains	Pets Rembered			Gifford Fitness	The Garage	
frequency	quarterly	quarterly	quarterly			quarterly	quarterly	
next visit	July - Sept	July - Sept	July - Sept			July - Sept	July - Sept	
Business #2	Luxury Nails	Imperial Dade	Verterra			API Group	Beaches Auto & Gas	
frequency								
next visit								
Business #3	Brighton Unique Auto	Donatelle	Public Storage			Ay Cabron	Kathy Hansen Interiors	
frequency								
next visit								
Business #4	Adagio's	Paddle North	New Brighton Ford					
frequency								
next visit								

3
SLIDE



Agenda Section:	Business Items
Report Date:	10/31/2025
Meeting Date:	November 5, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Monthly Climate Action Plan Activities Round Table

Action Requested:	
Public Hearing	Motion
Discussion	Informational
Form of Action:	
Resolution	Ordinance
Contract/Agreement	N/A or Other
Votes Needed:	
3 Votes	4 Votes
5 Votes	N/A

Summary Statement:	Each month, we will go around the table and let each Commissioner provide any updates they may have regarding climate action plan initiatives.
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Recommendations:	Please be prepared to give a brief update on any climate action plan activities you've completed since the last meeting.
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Applicable Deadlines:	None.
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Community Impact: Completing climate change initiatives comes with multiple benefits: lessening the City's human-induced global warming impacts, fostering social and psychological well-being through action, increasing engagement within the community, and driving economic growth via green jobs and local innovations.

Legislative History: 2024: City Adopts its first Climate Action Plan, and develops an implementation matrix organizing strategies and actions to address upwards of 300 ways the community can do its part to curb global warming.

2025: EDC members review the Climate Action Plan and identify specific actions to individually pursue on behalf of the community.

Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?	No	Yes: The economic impacts of global warming are significant. Actions to address the problem provide both long-term benefits and short-term economic boosts in the form of green jobs and new products.
	Financing Sources:	Budgeted	Budget Modification
	New Revenue	Use of Reserves	Other

Attachments:	1. CAP Efforts_Nov 2025
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Monthly CAP Efforts Review



2025 Climate Action Plan Efforts

November 2025

	Victoria Prasek	Jonathan Dummer	Bruce Howard	Kristen Johnson	Mark Lindley	Merhawi Yigzaw	Paul Zisla	Jiewen Zheng
Work with garbage haulers to transition to biodiesel or electric vehicles								
ID and promote energy efficiency programs for multi-family and single-family owners			X					
ID and promote energy efficiency programs for our local businesses		X						
Create avenues for clothing and food donations at City Events	X							
Identify and promote water conservation programs for the Community's top water users							X	
Develop a recognition program to celebrate the City's sustainable businesses		X						

5 SLIDE