



**New Brighton City Council
 Economic Development Authority Meeting Agenda
 New Brighton City Hall | Council Chambers
 803 Old Highway 8 NW, New Brighton, MN 55112
 7:00 PM January 13, 2026**

(This meeting will take place immediately following the City Council Business Meeting)

Members of the City Council 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](https://newbrightonmn.gov/View-A-Meeting)
- **Join the meeting electronically.** Members of the public who need to interact with our public officials about agenda items, City Administration, and matters that are otherwise of public concern to the City Council but are unable to or not comfortable attending the meeting in person, may join the meeting electronically at: <https://newbrightonmn.gov/zoom> (no app needed), by scanning the QR Code on the right, or by using their Zoom app to join and entering: Meeting ID 898 6240 2361, Passcode 867530



I. Call to Order and Roll Call

- ___ Mayor Kari Niedfeldt-Thomas
- ___ Councilmember Graeme Allen
- ___ Councilmember Emily Dunsworth
- ___ Councilmember Jeanne Vint Frischman
- ___ Councilmember Jason Steffenhagen

II. Approval of Agenda

III. Approval of Minutes

1. Regular Meeting - January 14, 2025

IV. EDA General Business

1. Consider resolution appointing the Economic Development Authority officers for 2026

2. Consider resolution approving the EDA's audited financial statements and receipts and expenditure transactions (Treasurer's vouchers) for the year ended December 31, 2025.

V. Public Hearings

VI. Adjournment

Pursuant to notice thereof, a regular meeting of the New Brighton Economic Development Authority was held Tuesday, January 14, 2025 at 7:15 p.m.

Present: President Niedfeldt-Thomas, Commissioners Allen, Dunsworth, Frischman and Steffenhagen.

Absent: None.

Also Present: Devin Massopust, Executive Director and City Attorney Sarah Sonsalla (attending remotely)

Approval of Agenda

Motion by Commissioner Steffenhagen, seconded by Commissioner Dunsworth to approve the agenda as submitted.

A roll call vote was taken.

5 Ayes, 0 Nays-Motion Carried

Approval of Minutes

1. Economic Development Authority minutes from meeting held January 9, 2024.

Motion by Commissioner Dunsworth, seconded by Commissioner Allen to approve the minutes from the January 9, 2024 EDA meeting.

A roll call vote was taken.

5 Ayes, 0 Nays-Motion Carried

EDA General Business

1. Consideration of Resolution Appointing EDA Officers.

Executive Director Massopust requested the EDA appoint officers for 2025.

Motion by Commissioner Dunsworth, seconded by Commissioner Steffenhagen to adopt a Resolution Appointing New Brighton Economic Development Authority (the “EDA”) Officers, as follows:

**President – Kari Niedfeldt-Thomas
Vice President – Emily Dunsworth
Treasurer – Kari Niedfeldt-Thomas
Assistant Treasurer – Gina Foschi
Director/Secretary – City Manager Devin Massopust**

Approval of Agenda

Approval of the
January 14, 2025
Agenda.

Approval of Minutes

1. Economic Development
Authority minutes from
meeting held January 9,
2024.

EDA General Business

1. Consideration of
Resolution Appointing
EDA Officers.

A roll call vote was taken.

5 Ayes, 0 Nays - Motion Carried

2. Consider resolution approving the EDA's audited financial statements and receipt and expenditure transactions (Treasurer's vouchers) for the year ended December 31, 2024.

Executive Director Massopust stated the EDA's bylaws require the EDA's Board to examine the annual financial statements, receipts and disbursements of the EDA and approve them by resolution. There were no financial transactions for the EDA in 2024 and no assets or liabilities exist as of December 31, 2024.

Motion by Commissioner Allen, seconded by Commissioner Dunsworth to adopt a Resolution approving the EDA's audited financial statements, and receipt and disbursement transactions for the year ending December 31, 2024.

A roll call vote was taken.

5 Ayes, 0 Nays - Motion Carried

Public Hearing

None.

Adjournment

The meeting adjourned at 7:20 p.m.

Kari Niedfeldt-Thomas, President

ATTEST:

Devin Massopust, Director/Secretary

2. Consider resolution approving the EDA's audited financial statements and receipt and expenditure transactions (Treasurer's vouchers) for the year ended December 31, 2024.

Public Hearing

Adjournment
The meeting adjourned at 7:20 p.m.



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| Agenda Section: | EDA General Business |
| Meeting Date: | January 13, 2026 |

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider resolution appointing the Economic Development Authority officers for 2026

Action Requested: Motion

Form of Action: Resolution

Votes Needed: 3 Votes

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| Summary Statement: | Minnesota Statutes require the Economic Development Authority (EDA) to appoint its officers annually. For ease of administrative issues, it is recommended that the EDA officers be appointed so that the EDA’s procedures and practices are consistent with those of the City of New Brighton. |
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| Recommendations: | Approve the resolution appointing the EDA’s officers for 2026. |
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| Applicable Deadlines: | January 13, 2026 |
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| Community Impact: | n/a |
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| Legislative History: | The enabling resolution establishing the EDA provides that the five-member EDA Board of Commissioners shall be the members of the City Council. Newly elected or appointed City Council members are |
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| | <p>“automatically” elected to the EDA’s Board of Commissioners.</p> <p>The EDA’s bylaws provide that officers of the EDA consist of a President, Vice-President, Secretary, Treasurer, and Assistant Treasurer. The President, Vice President and Treasurer shall be members of the Board and no Commissioner may serve as President and Vice President at the same time.</p> <p>President: The Mayor and City Manager sign contracts and official documents for the City. The President and Executive Director perform those functions for the EDA. To be consistent, the Mayor should be the President of the EDA.</p> <p>Vice President: The Board needs to make an annual appointment for Vice-President. In the past, it has been the practice of the Board that the City’s Acting Mayor be appointed as Vice President. Commissioner Dunsworth has been appointed Acting Mayor for 2026.</p> <p>Treasurer: The Mayor and City Manager signatures are required on all City issued checks. EDA checks must be signed by the Treasurer and the Executive Director. Therefore, in order to be consistent with City practices, it is recommended that the Mayor be the Treasurer.</p> <p>Secretary and Executive Director: This shall be the City Manager.</p> <p>Assistant Treasurer: This shall be the City Finance Director.</p> |
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| Strategic Priority: | <u>Economic Development</u> |
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| Fiscal Impact: | Financial Consideration? | <u>No</u> |
| | Revenue/Expenditure Amount: | \$ |
| | Financing Source: | <u>N/A</u> |
| | Notes: | |

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| Attachments: | 1. | Resolution |
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EDA RESOLUTION NO. 26-01

NEW BRIGHTON ECONOMIC DEVELOPMENT AUTHORITY
CITY OF NEW BRIGHTON
COUNTY OF RAMSEY
STATE OF MINNESOTA

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEW BRIGHTON ECONOMIC
DEVELOPMENT AUTHORITY APPOINTING ITS OFFICERS FOR 2026**

BE IT RESOLVED by the Board of Commissions (the “Board”) of the New Brighton Economic Development Authority (the “EDA”), as follows:

1. Recitals. All actions required by the applicable provisions of Minnesota Statutes, Sections 469.090 to 469.108, inclusive, have been duly taken in order to create, constitute and activate the EDA.
2. Appointment of Officers. In accordance with Minnesota Statutes, Section 469.096, the Board hereby appoints to the following offices of the EDA the following persons, respectively:

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| President | Kari Niedfeldt-Thomas |
| Vice President | Emily Dunsworth |
| Treasurer | Kari Niedfeldt-Thomas |
| Secretary | Devin Massopust |
| Assistant Treasurer | Gina Foschi |

Adopted this 13th Day of January, 2026 by the Board of the EDA.

Kari Niedfeldt-Thomas, President

ATTEST:

Devin Massopust, Secretary



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| Agenda Section: | EDA General Business |
| Meeting Date: | January 13, 2026 |

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider resolution approving the EDA's audited financial statements and receipts and expenditure transactions (Treasurer's vouchers) for the year ended December 31, 2025.

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| Action Requested: <u>Motion</u> |
| Form of Action: <u>Resolution</u> |
| Votes Needed: <u>3 Votes</u> |

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| Summary Statement: | <p>The EDA's bylaws require the EDA's Board to examine the annual financial statements, receipts and disbursements of the EDA and approve them by resolution.</p> <p>There were no financial transactions for the EDA in 2025 and no assets or liabilities exist as of December 31, 2025.</p> |
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| Recommendations: | Adopt the resolution approving the EDA's audited financial statements, and receipt and disbursement transactions for the year ending December 31, 2025. |
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| Applicable Deadlines: | January 13, 2026 |
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| Community Impact: | n/a |
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| Legislative History: | <p>All EDA financial transactions are recorded in the City’s general ledger and reported in its Annual Comprehensive Financial Report (ACFR) as a blended component unit. This treatment is very common as well as consistent with prior years and in conformity with generally accepted accounting principles.</p> <p>Separate financial statements are not prepared for the EDA.</p> <p>In previous years, financial transactions of the EDA included the 2002 EDA Public Safety Center Bonds Debt Service Fund in the City’s general ledger, ACFR and accounting records. The City refinanced those outstanding bonds in early 2010. The EDA then had no financial transactions from 2011-2019. In 2020, the EDA saw financial transactions for the administration of the City’s Coronavirus Relief dollars for business and residential grant programs. The EDA has had no financial transactions since 2020.</p> |
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| Strategic Priority: | <p><u>Financial Sustainability</u> <u>Economic Development</u></p> |
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| Fiscal Impact: | <table border="1"> <tr> <td>Financial Consideration?</td> <td><u>No</u></td> </tr> <tr> <td>Revenue/Expenditure Amount:</td> <td>\$</td> </tr> <tr> <td>Financing Source:</td> <td><u>N/A</u></td> </tr> <tr> <td>Notes:</td> <td></td> </tr> </table> | Financial Consideration? | <u>No</u> | Revenue/Expenditure Amount: | \$ | Financing Source: | <u>N/A</u> | Notes: | |
| Financial Consideration? | <u>No</u> | | | | | | | | |
| Revenue/Expenditure Amount: | \$ | | | | | | | | |
| Financing Source: | <u>N/A</u> | | | | | | | | |
| Notes: | | | | | | | | | |

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| Attachments: | <table border="1"> <tr> <td>1.</td> <td>Resolution</td> </tr> </table> | 1. | Resolution |
| 1. | Resolution | | |

EDA RESOLUTION NO. 26-02

NEW BRIGHTON ECONOMIC DEVELOPMENT AUTHORITY
CITY OF NEW BRIGHTON
COUNTY OF RAMSEY
STATE OF MINNESOTA

**RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY'S AUDITED
FINANCIAL STATEMENTS AND RECEIPT AND DISBURSEMENT TRANSACTIONS
FOR THE YEAR ENDING DECEMBER 31, 2025**

WHEREAS, in the EDA's bylaws Section 4.4, the Authority shall examine the financial statements, and if the Authority finds them correct, then they will be approved by resolution, and

WHEREAS, the EDA is a component unit of the City of New Brighton because of the significance of its operational and financial relationship with the City of New Brighton, and

WHEREAS, in conformity with generally accepted accounting principles, the financial statements of the component unit have been included in the City's financial statements as a blended component unit, and

WHEREAS, the financial transactions of the EDA have been and will continue to be subjected to the same auditing procedures as the City's transactions, and

WHEREAS, there were no financial transactions for the EDA during 2025.

NOW, THEREFORE, BE IT RESOLVED THAT: the EDA's 2025 financial statements and receipt and disbursement transactions are approved.

Adopted this 13th Day of January, 2026 by the Board of the EDA.

Kari Niedfeldt-Thomas, President

ATTEST:

Devin Massopust, Secretary