

**The Maplewood City Council Serves as the
Maplewood Area Economic Development Authority.
This Meeting Will Be Held Preceding the City Council Meeting**

***Please Note, the Time Listed is Approximate**

**AGENDA
MAPLEWOOD AREA ECONOMIC DEVELOPMENT AUTHORITY
6:30 P.M. Monday, May 12, 2014
City Hall, Council Chambers**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. Approval of March 24, 2014 Economic Development Authority Meeting Minutes

E. PUBLIC HEARING

None

F. UNFINISHED BUSINESS

None

G. NEW BUSINESS

1. Approval to Execute Contract for Real Estate Broker

H. ADJOURNMENT

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Assistant City Manager Coleman gave a presentation on pending and current projects and requested that two of the members serve as a subcommittee to work with staff to review RFPs for the Real Estate Broker that will work to conduct a market analysis and represent the city in selling city properties for redevelopment.

Chair Koppen appointed Member Cardinal and Member Juenemann to serve on the subcommittee.

H. ADJOURNMENT

EDA Chair Koppen adjourned the meeting at 6:48 p.m.

DRAFT

MEMORANDUM

TO: Charles Ahl, City Manager
FROM: Melinda Coleman, Assistant City Manager
DATE: May 5, 2014
SUBJECT: Approval to Execute Contract for Real Estate Broker

Introduction

The Broker Selection Committee which consists of Council members Abrams and Cardinal and HEDC members Unger and Wessel met and have a recommendation for the EDA on hiring. The Committee met on April 25th and 28th to review four proposals for broker services for the three fire stations.

Discussion

The EDA directed staff to prepare an RFP in February to assist the city with the sale of the three Fire Stations and any additional future properties acquired by the City. The Selection Committee reviewed the four proposals and created a rating system which was used to select the broker. The recommendation for the broker was unanimous on the first choice from the entire committee. It is recommended that the City enter into an agreement with Mike Brass at Collier's International. Mr. Brass is currently working with the city on the sale of the city parcel on Van Dyke Street and is well known in the East Metro Area.

Budget Impact

None

Recommendation

It is recommended that the EDA direct staff to execute a contract with Mike Brass to represent the city for a term of three years in the sale of excess city property.

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