



Grand Forks Growth Fund, A Jobs Development Authority Staff Report

Growth Fund Committee – July 22, 2019

Agenda Item: Potential Code Amendments Related to the Growth Fund

Submitted by: Meredith Richards, Community Development Director

Staff Recommended Action: Provide input

Committee Recommended Action:

JDA Action:

BACKGROUND:

Staff is currently drafting “housekeeping” amendments to City Code Chapter 24, Commissions and Authorities, regarding JDA public hearing notice requirements and timing of the annual report. Chairman Weber has suggested expanding Growth Fund Committee membership to add at-large members, which would also require an amendment to that section of Code. Input is sought, to include:

- number of members;
- term of office;
- nomination process;
- required or preferred qualifications of members.

FINDINGS & ANALYSIS:

- Per City Code Section 24-0108, the Growth Fund Committee is composed of three members of City Council who are nominated by the Council president and confirmed by City Council, and two members who are nominated by the EDC and approved by City Council for three-year terms.
- The JDA approved an update to its policies and procedures in March. The changes discussed herein would require City Council approval of amendments to City Code. JDA policies would then need to be updated to reflect them.

SUPPORT MATERIALS:

- Affected sections of City Code.

Chapter XXIV – Commissions & Authorities

Article 1 – Grand Forks Growth Fund

24.0108. - Growth fund committee.

- (1) In addition to the authority, there is hereby created a committee to be known as the growth fund committee. The purpose of the committee will be to initially screen applicants requesting funds from the authority as referred to the committee. Upon referral of an application, the committee will perform investigations and evaluate proposals, negotiate terms and conditions, and offer recommendations to the authority. The committee may also recommend to the authority administrative practices, programs, policies and procedures. Nothing contained herein shall prevent or restrict the authority from acting upon any matter without referral to the committee.
- (2) The growth fund committee will be composed of five (5) members representing the following:
 - (A) Three (3) members from the city council. These members shall be nominated by the city council president and confirmed by the city council.
 - (B) Two (2) members nominated by the Grand Forks Region Economic Development Corporation. These members will serve three-year, rotating terms of office. Nominations will be received from the Grand Forks Region Economic Development Corporation and confirmed by city council.

24-0110. - Records and reports.

The authority and growth fund committee shall keep a full and complete record of their respective transactions and activities. The authority and/or the growth fund committee shall provide a report on or before the first day of June of each year to the mayor and city council.

24-0111. - Public hearing required.

- (1) Except as otherwise provided herein, a public hearing shall be conducted prior to final action by the authority on any proposal. A public notice shall be published in the official newspaper not less than three (3) days prior to the hearing notifying the public of the date, time and purpose of the hearing.
- (2) The authority may, upon the finding of exigent circumstances and the favorable vote of two-thirds (2/3) of the members of the board of directors, waive the publication required hereunder.
- (3) Except as otherwise provided by law, no public hearing shall be required for any action taken by the authority in the establishment of an annual budget or in the authorization of specified expenditures contained within the city council's approved annual budget.