

# **BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY**

## **MEETING MINUTES**

**MONDAY, FEBRUARY 10, 2020**

### **1. CALL TO ORDER**

Vice-President Ken Geroux called the meeting to order at 6:00 p.m.

### **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **3. ROLL CALL**

Commissioners present: \*J. Brian Calva, \*Jim Dickinson, \*Ken Geroux, \*Greg Green, \*Rose Johnson, and \*Mike Wallen. Commissioners absent: \*Alan Heidemann.

Also present: BLEDA Executive Director Hanna Klimmek, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary Corrie Scott.

### **4. ADOPT AGENDA**

Commissioner Wallen motioned to approve the agenda as presented. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

### **5. APPROVE BLEDA MEETING MINUTES OF JANUARY 13, 2020**

Commissioner Dickinson motioned to approve the January 13, 2020 BLEDA minutes. Seconded by Commissioner Johnson, unanimous ayes, motion carried.

### **6. BLEDA BUSINESS ITEMS**

#### **6A. DEED COMMUNITY CERTIFICATION PROGRAM – TELECOMMUTER FORWARD!**

Klimmek reported that DEED's Office of Broadband Development is now accepting applications to a new economic development tool to help promote the vitality of Minnesota's rural communities – Telecommuter Forward! This program was presented to the Minnesota Legislature by DEED's Broadband team last session and it passed with overwhelming bipartisan support and was signed by Governor Tim Walz in May.

Since 2014, DEED has awarded over \$85Million in broadband infrastructure grants to fund 100 projects across Minnesota, with the goal of border-to-border broadband access. The City of Big Lake has benefited greatly from this funding. The Telecommuter

Forward! Community Certification expands upon these efforts by allowing communities to promote themselves as destinations for Minnesotans who are interested in telecommuting. Klimmek reported that approval of the proposed Resolution will allow the City of Big Lake to become a Telecommuter Forward! Certified Community. Sherburne County approved the same Resolution on January 21, 2020 during their County Board Meeting.

Johnson commented that if more information comes out and the program is not in line with the City of Big Lake's mission, it would be simple to back out of the project, making this decision low risk. Calva asked if there were areas where telecommuting is not currently feasible. Klimmek stated that there are gaps in certain parts of Big Lake where telecommuting is not accessible. Wegeleben asked if Midco is planning to enter into Big Lake. Johnson confirmed that the Midco website stated they plan to expand into the Big Lake community.

Commissioner Green motioned to recommend to City Council to approve a Resolution in support of telecommuting opportunities and the Telecommuter Forward! Certification through the Minnesota Department Employment and Economic Development. Seconded by Commissioner Calva, unanimous ayes, motion carried.

## **6B. OPEN DISCUSSION**

Klimmek suggested that the BLEDA have an open dialogue. She reported that the Strategic Plan Committee will be meeting again in the near future to ensure the Plan remains in line with the goals and vision of the BLEDA as a whole. The proposed discussion will assist the Committee in their work and recommendations for revisions.

Klimmek recapped the strategic plan as having a focus on streamlining the sale process of the industrial park. Another priority is to take an inventory of all City owned parcels. Once Layne Otteson has an opening in his schedule, this inventory will be taken. Calva asked if there is a map that shows current properties that are for sale. Klimmek stated that a program named Beacon is available for this purpose and she is available to train Commissioners on how to access and use it. Geroux stated that a brief description of the land that is for sale would also be helpful in the selling process.

Calva asked if the current land set to be inventoried is commercial or residential. Klimmek stated that the majority of this land is residential and that the next step in the strategic plan is to identify privately owned land that is for sale or that has redevelopment opportunity. Calva asked about the property owned by Casey's on Eagle Lake Road. Klimmek stated that the property is currently owned by Casey's and that they have restrictions on the kind of business that can purchase the land.

The discussion transitioned into the topic of redevelopment and Dickinson provided an overview of previous successes and failures for redevelopment in Big Lake. Geroux asked the BLEDA if they think the City could potentially get involved in purchasing property and then marketing for redevelopment. Dickinson and Johnson stated that they

believe it is a possibility for the City to do this. Green and Wallen also agreed. Wallen asked what the BLEDA considers the next steps in a potential redevelopment project. Geroux asked Staff their thoughts. Wegeleben stated that she likes the idea, but that political backing to fund the project would be difficult to attain. Geroux further discussed that the BLEDA should research how the City could redevelop so that they have a plan in the case the City decides to move forward with a project. Having this plan in place will make it easier to decide if a project is feasible for the City at some point in the future.

Johnson asked Geroux what steps are needed to move forward with a potential redevelopment project. Geroux stated that the first step would be to identify the areas that need to be redeveloped and their property owners and property values. Klimmek stated that this is something she can do from her office. Wallen stated that these first steps should be executed before bringing any information to the public. Geroux confirmed that the BLEDA unanimously agrees that the City should have some involvement in redevelopment in Big Lake and the first steps are researching the potential costs that would come with redeveloping certain areas of the community. This can be done with a subcommittee.

Klimmek reported that broadband is not currently a priority in the strategic plan. She would like to create a dig-once policy to include in the strategic plan. The BLEDA agreed that a dig-once policy should be a priority.

Geroux asked the BLEDA if they feel the strategic plan has been followed in the past few years. Dickinson stated that there has been a lot of involvement by new Commissioners and that a lot of progress has been made recently. Klimmek stated that her position is largely supported by the BLEDA. Geroux commented that there has been an immense amount of development in the past year. Wallen commented that the development over the past year was made possible by City staff.

#### **6C. BLEDA BUDGET AND LIST OF CLAIMS – JANUARY 2020**

Commissioner Wallen motioned to accept the budget report and approve the BLEDA List of Claims for January 2020 as presented. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

#### **6D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE**

Klimmek reviewed the following:

##### **Business Retention & Expansion Visits:**

01/06/19	Keller Lake Commons	01/31/20	Kensho Salon
01/27/20	Options, Inc.		

##### **Current Development Activity (as of 2/05/20):**

**Housing:**

- Single-Family New Construction Issued Permits 2
- Single-Family New Construction in Review 0
  
- Multi-Family New Construction
  - Duffy Development - The Crossing at Big Lake Station Phase II
    - In construction
  - Kuepers, Inc. – Station Street Apartments - 105-unit multi-family, market rate new construction project
    - Pre-development
  - Sandhill Villas (HOA) – 12-unit development project
    - Pre-development
  - Norland Park Phase Six (6) – 17 lots
    - Pre-development

**Commercial/Industrial:**

- ❖ Minnco Credit Union – New Business / New Construction
  - In construction (plan to open by June 1, 2020)
- ❖ Car Condo Project – New Business / New Construction
  - Pre-development
- ❖ Wastewater Treatment Project - Expansion
  - Pre-development
- ❖ Vision Bus - Expansion
  - Pre-development
- ❖ Nystrom Associates Rehabilitation Facility
  - Pre-development

Klimmek reported that a concept plan for 55+ senior living apartments and patio homes is currently in review and will be brought to an upcoming Planning Commission meeting. Geroux reported that he is currently in the process of applying to construct a laundromat and two units of quiet living for introvert professionals near Lake Liquors.

**BLEDA:**

- Recommendations for revising the BLEDA Bylaws were presented to the BLEDA during their September meeting. Revisions were brought to the Joint Powers Board on January 8, 2020. Revisions were formally approved by the City Council on January 22, 2020.
- The BLEDA Strategic Plan has been revised to include a city-wide branding project to begin in 2020. The RFP was issued on January 9, 2020 and responses were due on February 7, 2020.
- During their November 12, 2019 meeting, the BLEDA entered into a Contract for Private Development with the Blackbird Group LLC to newly construct a laundromat facility on the corner of Martin and Fern.
- Staff attended the 2020 EDAM Winter Conference on January 23<sup>rd</sup> and 24<sup>th</sup>.
- Staff attended the MN Public Finance Seminar hosted by Ehlers on February 6<sup>th</sup> and 7<sup>th</sup>.

**Planning & Zoning:**

- Working on hiring a new City Planner.
- Preparing to hire a summer intern to facilitate code enforcement.

**Building – Permit Fee Activity:**

- Accepting applications for the Chief Building Official position until 2/18/20.

Permit Type	Permits Issued in Jan. of '20	2020 Total
Single-Family	1	1
Multi-Family	0	0
Commercial New / Remodel / Addition	2	2
Remodel / Decks / Misc.	13	13
HVAC / Mechanical	11	11
Plumbing	6	6
Zoning	2	2
Land Alteration	1	1
<b>TOTAL</b>	<b>36</b>	<b>36</b>

	Permit Fee	Plan Review	TOTAL
Total Fees in Jan.	\$5,575.55	\$1,622.65	<b>\$7,198.20</b>

2020 Total Valuation	2020 Permit Fee + Plan Review
\$356,642.76	<b>\$7,198.20</b>

7. **OTHER** – None.

8. **ADJOURN**

Commissioner Wallen motioned to adjourn the meeting at 7:19 p.m. Seconded by Commissioner Dickinson, unanimous ayes, meeting adjourned.