

BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY

MEETING MINUTES

MONDAY, NOVEMBER 9, 2009

1. CALL TO ORDER

President Doug Hayes called the meeting to order at 7:00 p.m.

2. ROLL CALL

Commissioners present: Raeanne Danielowski, Jim Dickinson, Dave Gast, Doug Hayes, and Mike Hayes. Commissioners absent: Robert Eddy, Chuck Heitz, Norm Leslie, and Jerry Parks

Also present: Community Economic Development Director Jim Thares, City Administrator Scott Johnson, Finance Director Corey Boyer, and City Planner/Community Economic Assistant Leslie Dingmann.

3. ADOPT AGENDA

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

4. APPROVE BLEDA MEETING MINUTES FROM OCTOBER 13, 2009

Commissioner Dickinson motioned to approve the October 13, 2009 BLEDA minutes. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

5. BUSINESS

5A. Feasibility Report: Big Lake Regional Park

Janna King, Economic Development Services and Michelle Keller, Keller Consulting, LLC, gave a presentation on the Feasibility Report for the Big Lake Regional Rail Park and answered questions from EDA members.

Commissioner Danielowski questioned if the Sherburne County Commissioners stated they were in support of this project. Ms. King responded Brian Bensen, County Administrator, had participated in meetings between the City and landowner but did not know if the County Commissioners were aware of it.

Commissioner Danielowski questioned if the 200 acre site was the most appropriate site for a rail park or should they be looking for larger tracts of land as the Feasibility Report stated most rail parks are 500 acres in size. Ms. King stated a barrier in projects such as this is land ownership which is not an issue with the site described in the Feasibility Report. She also stated that 200 acre rail-served industrial parks can be successful if all parcels are sold to high volume rail-served users.

Commissioner Dickinson stated this presentation should be made to the Sherburne County Commissioners as there needs to be County support before the City can decide whether or not to move forward. He also stressed the importance of having an anchor tenant that is willing to locate in Big Lake versus investing in the infrastructure and then marketing the Rail Park.

Mr. Thares stated that the report would be presented to the Council next week and to the County Board in the near future. An update will be given at the next EDA meeting.

Commissioner Dickinson motioned to accept the Big Lake Regional Rail Park Feasibility Report. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

5B. Update: A.J. Machinery/Great Dane- Loan Default/Collateral

Mr. Thares provided an update to the EDA that the Bank of Elk River maintains that they have a first equipment lien position on the crane and that the 25-ton crane was recently sold in an online auction for approximately \$24,000. Staff met with and discussed the auction process with the auctioneer and SMC (Auctions), Inc. will keep the sale funds until the issue is resolved with the Bank of Elk River and that the crane will remain in the A. J. Machinery building until spring 2010.

It was the consensus of the EDA to schedule a meeting with the Bank of Elk River to discuss the City's disappointment with this situation and that the BLEDA/City will not voluntarily release its equipment lien or its third real estate mortgage position in the real property.

5C. Discussion: DEED Shovel Ready Sites

Mr. Thares stated staff and EDA members met with Gene Goddard (MN DEED) to discuss the Shovel Ready Site program and application process. He gave an overview of the potential benefits to a site that would receive the certification.

Commissioner M. Hayes stated he would share this information with the Big Lake Township and discuss their willingness to participate in the process.

Commissioner Dickinson motioned to move forward on the Shovel Ready Program application dependent upon the City and Big Lake Township's willingness to contribute to the application fee. Seconded by Commissioner Gast, unanimous ayes, motion carried.

5D. Available BLEDA Properties- Marketing Options

Mr. Thares stated the City Council asked staff to look into the concept of entering into an exclusive brokerage arrangement for available BLEDA parcels.

Commissioner Dickinson questioned what the advantage would be in having one broker market the sites versus being open to any broker and if the sites were currently being listed on Costar? Mr. Thares stated staff would work on getting them listed on the site.

It was the consensus of the EDA members to have staff continue marketing the parcels versus having an exclusive listing with one broker. Mr. Thares stated staff will send an email to the brokers/developer list staff compiled for the Developer's Tour.

5E. Discussion: Manufacturer's Week

Mr. Thares stated in honor of Manufacturer's Week, staff is recommending promotional activities to include a newspaper ad, posting on the website and a Proclamation to be read by the Mayor. Staff is recommending Big Lake celebrate manufacturer's Week to be November 15th-21st.

Commissioner D. Hayes suggested that the Next Big Thing logo be included in the promotional pieces.

Commissioner Dickinson motioned to recommend to the City Council that the City of Big Lake recognize Manufacturer's Week November 15-21, 2009. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

5F. Prospects Report

Staff reviewed the community and site information that had been sent out to prospects.

Staff is working to arrange a visit from a manufacturing prospect and will notify EDA members once a date has been set.

5G. Projects Status Report

Leslie Dingmann noted the City has acquired another home with NSP funds for rehabilitation. EDA members were reminded the Northstar Station Grand Opening event is scheduled for Saturday November 14th.

5H. BLEDA Budget

For information only; no action was taken by the board

5I. Approval of 2010 Budget

Corey Boyer presented the 2010 EDA budget.

Commissioner Dickinson motioned to approve the 2010 EDA budget as presented. Seconded by Commissioner Gast, unanimous ayes, motion carried.

5J. Transfer of TIF Dollars for Street Improvement Project

Mr. Boyer stated the City is considering improvements to Highway 10/Highway 25 and preliminary plans are currently being reviewed by MnDOT for the project. The intersection falls within the boundaries of TIF District 1 which is set to decertify at the end of 2009. There is over \$100,000 of unobligated funds available to use. Over \$60,000 has already been spent on preliminary planning costs for the intersection improvements. Street improvement and preparation costs are an approved use for funds in this district.

Commissioner Dickinson motioned to approve a transfer of \$100,000 from TIF District 1 to apply towards the street improvement costs at the intersection of Trunk Highway 10 and Trunk Highway 25. Seconded by Commissioner Gast, unanimous ayes, motion carried.

5K. Final Funding request- Senior Activity Center/Food Shelf Project

Mr. Boyer reviewed the final project costs for the Big Lake Food Shelf/Senior Activity Center. The amount remaining to be funded is \$37,856.65.

Commissioner Dickinson asked for clarification on who can use the Senior Activity Center in which Scott Johnson, City Administrator, stated the space is meant to be used by Seniors 55+ and older and can also be reserved by other interested parties if the space isn't being used by the Seniors. After hour arrangements can be made as well.

Commissioner D. Hayes motioned to approve a transfer in the amount not to exceed \$38,000 to close out the Big Lake Food Shelf/Senior Activity Center project Fund. Seconded by Commissioner Danielowski, the motion passed on a vote of 3 to 1, with Commissioners Gast, Danielowski, and D. Hayes voting aye and Commissioner Dickinson voting nay noting he is not opposed to the project but that the space be called the Community Activity Center versus the Senior Activity Center to accurately reflect its intended use.

5L. Call for Special Gathering: November 17, 2009 TOD Master Plan Public Open House

Mr. Thares stated a Public Open House is being held to gather citizen input regarding future development near the Northstar Train Station on November 17th from 5:30 p.m. to 7:30 p.m.

Commissioner Dickinson motioned to set a Special Gathering of the BLEDA for the November 17, 2009 TOD Open House. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

6. OTHER

Commissioner Danielowski questioned if marketing dollars could be used to clean the carpets in the Council Chambers and other high traffic areas in City Hall. Mr. Johnson stated staff is currently getting estimates on the cost to clean those areas and looking into the best funding sources for this.

7. ADJOURN

Commissioner Dickinson motioned to adjourn the meeting at 9:00 p.m. Seconded by Commissioner Gast, unanimous ayes, meeting adjourned.