

# **BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY**

## **MEETING MINUTES**

**MONDAY, APRIL 13, 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, Robert Eddy, Dave Gast, Doug Hayes, Mike Hayes, 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 Chmielewski.

### **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 MARCH 9, 2009**

Commissioner Dickinson motioned to approve the March 9, 2009 BLEDA meeting Minutes with the following corrections: 1) the last sentence of Item 5A, paragraph one is to read: It was the recommendation of the BLEDA subcommittee to offer no more than \$450,000 in assistance. Seconded by Commissioner Heitz, unanimous ayes, motion carried.

### **5. BUSINESS**

#### **5A. TIF Resolution and Calendar (Krutzig Proposal)**

Big Lake Community Economic Development Director Jim Thares stated the City Council motioned to approve up to \$450,000 of Tax Increment Financing (TIF) assistance to Mr. Krutzig contingent upon the future City Council approval of a Redevelopment Agreement for the proposal. Also presented was a Schedule of Events which indicates the City Council will hold a public hearing for TIF District 1-5 on June 24, 2009.

Commissioner Eddy motioned to approve the EDA Resolution 2009-02 requesting the Big Lake City Council call for a public hearing on the Krutzig TIF Proposal (TIF District 1-5) and the Schedule of Events. Seconded by Commissioner Heitz, the motion passed on a vote of 6 to 1, with Commissioners Danielowski, Eddy, Gast, D. Hayes, Heitz, and Parks voting aye and Commissioner Dickinson voting nay.

**5B. Wrights Crossing 3<sup>rd</sup> Addition- Duffy Development Big Lake Homes**

Mr. Thares stated Duffy Development received support last year from the City Council for their proposed 33 unit town home project. Last year's package consisted of a credit of \$20,000 in park dedication fees, allowance for reduced public infrastructure system put in by the developer and a deferral of SAC/WAC fees.

Jeff Von Felt from Duffy Development was in attendance to give a brief background of the company and noted why support is needed for the Section 42 Tax Credit application once again this year. He stated they are asking for the same amount of assistance as last year. The application is due in June but may be pushed back to October.

**5C. Apartment Complex Project Discussion- Pat Briggs**

Mr. Thares stated Town Square Apartments has all approvals in place from the Planning Commission and City Council to begin the project however the developer has informed staff about challenges and potential alternative options for the proposal.

Pat Briggs was in attendance and gave an overview of the proposal and challenges he is encountering. He stated without Minnesota Housing Finance Agency assistance and City assistance, the project is not feasible.

Commissioner Heitz stated he is not in favor of using TIF assistance for the project but suggested a subcommittee be formed to discuss other types of assistance such as reduction in SAC/WAC fees or park dedication fees. Commissioner Dickinson stated assistance may be considered only if a better quality project is constructed than a project such as Ashbury Commons which is developed and managed by Briggs Properties.

Commissioners Dickinson and Danielowski along with Staff will meet with the developer to discuss alternative options for the proposal.

**5D. Prospects Report**

City Planner Leslie Chmielewski stated three packets were sent to prospects.

Mr. Thares stated a distribution center prospect from MN DEED is interested in the Big Lake Rail Site and Staff will continue to track their interest in the future.

**5E. Project Status Report**

Leslie Chmielewski stated two informational meeting for realtors and lenders regarding the Neighborhood Stabilization Program (NSP) will be held at the end of April and beginning of May.

Potential dates for the Sherburne County Developer's Event are June 4<sup>th</sup> or 11<sup>th</sup>. Additional information regarding the date will be presented once plans are finalized. .

Mr. Thares stated a revised letter of support has been sent to WNT. Brian Benson, Sherburne County Administrator, has informed Staff they have met with WNT and garbage authorities but no decisions have been made.

**5F. Update: Big Lake Rail Park**

Mr. Thares stated a pre-application packet has been completed and distributed to various stakeholders. The packet will be provided to MN DOT- freight division once letters of supports are received. A summary of the Big Lake Rail Park was developed by Bolton and Menk and distributed to national political leaders in Washington D.C. A formal funding application will be submitted to Congressman Oberstar for inclusion in the Transportation Reauthorization Act.

**5G. BLEDA Budget**

Corey Boyer presented the BLEDA budget and answered questions of the Board.

Commissioner Heitz questioned how long the City will have holding costs on the Highway 10 and County Road 5 project and if the City needs to change their thought process on the site as development isn't progressing. Commissioner Gast stated the developer has invested a fair amount of money into the site and believes that in time the City's parcel will be purchased. Commissioner Dickinson stated he believes the parcel should stay a commercial site even if the City has to wait for a quality project, however, suggested it may be beneficial for the City to inform the developer in writing of their concerns.

**5H. Big Lake Senior Center**

Mr. Thares stated feedback is needed from EDA members on the proposed remodel plans for the Senior Center. The next step is to request quotes and staff is recommending using Fred Patch for contract writing, limited contract administration and project closeout.

**5I. Update: Northstar Transit Oriented Development (TOD)**

Mr. Thares informed members the next TOD meeting is scheduled for Wednesday April 15<sup>th</sup>. At this meeting, the committee will meet at the site to further discuss possible issues and solutions to transportation and pedestrian safety concerns.

The City will be working with Agency 128 and Northstar representatives to plan for the service launch date events.

**6. OTHER**

Mr. Thares informed members that laptops will be purchased for the use at City meetings in the future. It is expected the laptops will arrive by April 21<sup>st</sup>.

**7. ADJOURN**

Commissioner Heitz motioned to adjourn the meeting at 8:25 p.m. Seconded by Commissioner Leslie, unanimous ayes, meeting adjourned.