

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY**

**MEETING MINUTES**

**MONDAY, SEPTEMBER 19, 2005**

**1. CALL TO ORDER**

Acting President Chuck Heitz called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Commissioners present: Jim Dickinson, Dave Gast, Doug Hayes, Chuck Heitz, Ewald Petersen, Jim Sanford, and Jim Zwilling. Commissioners absent: Robert Eddy and Lori Kampa.

Also present: City Administrator Patrick Wussow, Community Economic Development Director Jim Thares, Assistant City Administrator Scott Johnson, Finance Director Corey Boyer, City Attorney Soren Mattick, City Planner Annie Deckert, and Economic Development Assistant Sandy Petrowski.

**3. ADOPT AGENDA**

Commissioner Dickinson motioned to approve the revised agenda as distributed. Seconded by Commissioner Sanford, unanimous ayes, motion carried.

**4. APPROVE BLEDA MEETING MINUTES FROM AUGUST 15, 2005**

Commissioner Petersen motioned to approve the August 15, 2005 BLEDA minutes. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

**5. BUSINESS**

**5A. BIG LAKE INDUSTRIAL PARK EAST**

**5A-i. Update: White Bear Clothing Project**

Economic Development Director Jim Thares reviewed his September 14<sup>th</sup> memorandum on the 20,000 sq. ft. project currently under construction and scheduled to be completed in mid-December 2005. No action required or taken.

**5A-ii. Update: Industrial Molded Rubber Project**

Mr. Thares reported on this 28,000 sq. foot industrial project and stated that an anticipated move-in date is mid-January, 2006. No action required or taken.

**5A-iii. Update: Drainage Issues**

Mr. Thares reviewed his September 14<sup>th</sup> memorandum on the work being done to resolve the drainage issues in the Big Lake Industrial Park East. No action required or taken.

**5A-iv. TIF 2-1: Transfer to Cover Deficit**

Finance Director Corey Boyer briefly reviewed his September 15<sup>th</sup> memorandum and requested the Board's approval of transfers to TIF District 2-1 from TIF Districts 2-2 and 2-3 in the amounts as stated in his memorandum.

Commissioner Dickinson moved to approve the transfer of \$2,946.32 from TIF District 2-2 to TIF District 2-1, and the transfer of \$43.49 from TIF District 2-3 to TIF District 2-1, to help offset the current deficit situation in TIF District 2-1. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

**5A-v. Prospects Report**

Mr. Thares reported on the one prospect that had contacted the City in August. No action required or taken.

**5B. PROJECTS STATUS REPORT – To be discussed after “5D. Closed Session”.**

**5C. EDA BUDGET**

Mr. Thares and the Board briefly reviewed the presented budget.

Commissioner Dickinson motioned to close the regular meeting at 7:12 p.m. for the purpose of holding a closed session to discuss the proposed industrial park expansion, specifically the property designated as PID #10-127-2201.

**5D. CLOSED SESSION: PROPOSED INDUSTRIAL PARK EXPANSION (PID #10-127-2201)**

The Board discussed the proposed industrial park expansion and PID #10-127-2201. It was reported that the Industrial Park Expansion Committee will meet on September 21, 2005 to review this information. It was the consensus of the Board to delay further action until it receives the Expansion Committee's input/recommendations.

Commissioner Dickinson moved to adjourn the Closed Session at 7:27 p.m. Seconded by Commissioner Zwilling, unanimous ayes, motion carried.

Acting President Heitz reconvened the regular meeting at 7:28 p.m.

## **PROJECTS STATUS REPORT**

Mr. Thares briefly reviewed the 15 active project listed in the August 2005 report and answered questions of the Board.

Mr. Thares also discussed the proposed BLIPE monument information that was distributed at the meeting. After discussion on alternate types of monuments and potential funding scenarios for this project, it was the consensus of the Board to direct staff to conduct further research on discussed options and report their findings to the Board at a future meeting.

### **BLEDA President Seat**

The Board discussed potential options in order to fill the vacant BLEDA President seat and the importance of the candidate being able to attend the meetings. This issue will be further discussed at a future BLEDA meeting.

Commissioners Petersen and Sanford left the meeting at 7:51 p.m.

## **5E. TAX ABATEMENT ISSUE**

Mr. Thares reviewed his September 14<sup>th</sup> memorandum and reported that it is staff's recommendation that the BLEDA Board recommend to the City Council that the City of Big Lake's Tax Abatement policy be amended to reflect the changes in the Tax Abatement status enacted by the MN State Legislature during its last session.

Commissioner Dickinson moved to recommend that the City Council amend the Tax Abatement Policy as proposed to comply with the modified State Statutes. Seconded by Commissioner Gast, unanimous ayes, motion carried.

## **5F. DOWNTOWN REDEVELOPMENT**

### **Eagle Lake to Fern Street Redevelopment Project**

Mr. Thares reported that the City Engineer has informed staff that the transportation study for the ELR and Hwy 10 intersection is progressing, that staff will continue to monitor properties in this area and bring information on potential sales to the BLEDA's attention. He further stated that once the transportation study is completed, it will then be possible to layout timeframes on the road improvements and potential redevelopment in the area.

### **Martin Avenue Project**

Mr. Thares reported that a feasibility study was provided to the Council for their consideration at their Sept. 14<sup>th</sup> meeting and that staff has been directed to continue gathering information on this project for future Council discussion.

### **Potential Putnam Avenue South Redevelopment Project**

Mr. Thares reported on this potential project and stated that Alex Wikstrom, formerly with the Community Economic Development Department, had obtained three residential property listings and a listing for the commercial property owned by Christine Osberg in the area south of Putnam Avenue. The Board reviewed the proposed development opportunity statement provided in the packet by Mr. Wikstrom that would inform developers of the BLEDA/City's readiness to move forward with a redevelopment project this area.

It was the consensus of the Board to have the presented "BLEDA Statement Regarding Redevelopment of Putnam Avenue Area" forwarded to the next City Council meeting agenda for their consideration.

### **Putnam Avenue Project**

Mr. Thares stated that the City Engineer's status update on the Putnam Avenue road improvement project indicates that the contractor should begin this project within the next two weeks and that the project is scheduled to be completed by early November, with the possibility of the portion east of Eagle Lake Road being delayed until next spring due to the potentially lengthy demolition of the former Laundromat building.

### **5H. UPDATE: LAKE STREET COTTAGES PROJECT**

Mr. Thares reported that the developers for Phase II of this project had withdrawn from the project and that staff had contacted several firms to discuss their interest in the project.

Commissioner Dickinson motioned to authorize staff to negotiate developers who are ready to enter into an agreement to develop Phase II of this project at an appropriate market price. Seconded by Commissioner Hayes, unanimous ayes, motion carried.

### **5H. UPDATE: TWIN PEAKS BUILDING**

Mr. Thares reviewed his September 14<sup>th</sup> memorandum, stating that the building is now being marketed as vacant land, with the two 22,500 sq. ft. metal buildings being disassembled and reused elsewhere. No action required or taken by the Board.

**5I. UPDATE: POST OFFICE RELOCATION**

Mr. Thares reported that staff met recently with the U.S. Postal Service Real Estate Consultants and were informed that a site for a larger facility will be selected after input is received from the community at a public hearing that is proposed to be held at the October 12<sup>th</sup> City Council meeting. Staff will continue to work with the Postal Service Consultants and keep the BLEDA informed of the outcome of the public hearing and the process of finding a site for a new post office facility.

Commissioner Hayes motioned to close the regular meeting at 8:12 p.m. for the purpose of holding a closed session to discuss the Lake Plaza Mall/Liquor Store. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

**5J. CLOSED SESSION: LAKE PLAZA MALL / LIQUOR STORE**

The BLEDA Board authorized staff to negotiate on the available city-owned space at the Lake Plaza Mall per the Closed Session discussions.

Commissioner Dickinson motioned to adjourn the Closed Session at 8:25 p.m. Seconded by Commissioner Zwilling, unanimous ayes, motion carried.

Acting President Heitz reconvened the meeting at 8:26 p.m.

**6. OTHER**

No other.

**7. ADJOURN**

Commissioner Dickinson motioned to adjourn the meeting at 8:27 p.m. Seconded by Commissioner Hayes, unanimous ayes, meeting adjourned.