

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY**

**MEETING MINUTES**

**MONDAY, SEPTEMBER 13, 2010**

**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, Mike Hayes, Chuck Heitz, and Jim Stahlmann. Commissioners absent: Robert Eddy and Jerry Parks.

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

**3. ADOPT AGENDA**

Commissioner Heitz motioned to approve the agenda as presented. Seconded by Commissioner M. Hayes , unanimous ayes, motion carried.

**4. APPROVE BLEDA MEETING MINUTES FROM AUGUST 9, 2010**

Commissioner Stahlmann motioned to approve the August 9, 2010 BLEDA minutes. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

**5. JOINT CITY/TOWNSHIP EDA BUSINESS ITEMS**

**5A. BIG LAKE REGIONAL RAIL PARK**

Jim Thares, Community Economic Development Director, provided a brief update on a meeting held with a prospect interested in purchasing the full rail park site.

Staff noted the rail park site owners have contracted with C.B. Richard Ellis to market the site at a national level.

## **5B. PROJECT STATUS REPORT**

Leslie Dingmann, City Planner, stated the full NSP grant award has been obligated. Staff will be working on demolition of the three properties and beginning rehab on two properties this fall.

Thares noted per BLEDA direction the letter has been sent to IMR informing them the City will be returning all received and future payments to MN DEED due to IMR not meeting the job creation requirement of the grant agreement and a letter was also sent to MN DEED encouraging them to reconsider their decision.

Dingmann noted that Gaughan Companies have placed the For Sale signs out at the Industrial Park.

## **5C. PROSPECTS REPORT**

Dingmann stated staff provided information on two sites for a data center prospect that was received from MN DEED. Three to five sites in Minnesota will be selected and provided to the client.

## **5D. BLEDA BUDGET**

Commissioner Danielowski questioned when the payments are due for the Lake Shopping Center sign as two businesses have not yet submitted payment and questioned what the follow-up process is if payments are not received. Thares stated he believed the payments were due in August or September and phone calls have been made to the businesses.

## **6. CITY EDA BUSINESS ITEMS**

### **6A. REQUEST FOR TEMPORARY PRODUCE STAND**

Dingmann noted staff has been contacted by an interested party to set up a temporary produce stand on the EDA owned land in the Lake Shopping Center parking lot during the remaining weekends in September and October. She noted the applicant would need to provide proof of insurance as well as apply for a temporary use permit.

Commissioner Heitz motioned to allow for the placement of a temporary produce stand on the EDA-owned parcel located on the south area of the Lake Shopping Center parking lot contingent upon the applicant providing proof of insurance and applying for a temporary use permit. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

## **6B. ASSISTED/ADVANCED LIVING FACILITY DEVELOPMENT PROPOSAL**

Thares stated the Market Study for the Cherrywood Advanced Living (CAL) facility proposal has been received and the finance subcommittee has met and reviewed the report. He noted the Market Study was favorable.

The EDA members discussed the potential risk and benefits of the project noting that the original USDA Loan application process and construction process CAL representatives originally proposed has changed significantly after discussions took place with USDA representatives.

It was the consensus of the EDA members that although the Market Study was favorable, before a responsible decision could be made about moving forward on the project, CAL will need to provide documentation of their business plan, detailed financial statements and strengths of the guarantors. Staff will also provide a detailed overview of the risks of moving forward on the project per USDA processes/requirements at the October BLEDA meeting.

## **7. OTHER**

For information only.

## **8. ADJOURN**

Commissioner M. Hayes motioned to adjourn the meeting at 7:50 p.m. Seconded by Commissioner Heitz, unanimous ayes, meeting adjourned.