

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, MARCH 10, 2008

1. CALL TO ORDER

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

2. ROLL CALL

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

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

3. ADOPT AGENDA

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

4. APPROVE BLEDA MEETING MINUTES FROM FEBRUARY 11, 2008

Commissioner Dickinson motioned to approve the February 11, 2008 BLEDA minutes. Seconded by Commissioner Heitz, unanimous ayes, motion carried.

5. BUSINESS

5A. 2008 BLEDA Appointments

Community Economic Development Director Jim Thares reminded Board members that per the BLEDA Enabling Resolutions, elections of the BLEDA President, Secretary, and Treasurer are to take place annually. In 2007 the BLEDA President was Commissioner Hayes, Vice President was Chuck Heitz, Treasurer was Dave Gast and the Secretary was Jim Thares.

Commissioner Dickinson motioned to keep the BLEDA positions as the currently stand for 2008. Seconded by Commissioner Eddy, unanimous ayes, motion carried.

5B. Big Lake Industrial Park East

5B-i. Industrial Park Expansion

Mr. Thares reviewed the revised plat drawing of the Big Lake Industrial Park East expansion. He noted that 177th St NW was moved to the south and the lots north of the road are now more developable.

Questions about the well in Outlot B and the pond in Outlot D were discussed. Commissioner Sanford asked if access to the well in Outlot B could be from 205th street and the school property versus using land in the Industrial Park; if the alley was not shown as it is currently proposed, Outlot A could be developed as a corner lot.

Commissioner Heitz questioned if the size of the proposed lots are reasonable for industrial business needs. Mr. Thares commented that the proposed lots are appropriate sizes and can accommodate 40,000 square foot buildings. The proposed plat shows lots that range from two acres up to six acres.

Mr. Thares said he would take all comments back to the City Engineer and will provide an update at the April BLEDA meeting.

5B-ii. Update: Ataboy Building

Mr. Thares reported a letter was sent to the previous owners of the Ataboy building stating at the February meeting the EDA motioned to accept the \$24,000 offer from A-Boy Properties, LLC, loan guarantors.

5B-iii. Update: Delinquent Taxes

Mr. Thares reviewed the letter which was sent to Triple J Investments from Finance Director Corey Boyer on February 29, 2008. The letter served as a written notice that Triple J Investments must become current on their property taxes by March 29, 2008 or further action will be taken to remedy the default.

Commissioner Eddy commented that the amount of taxes owed was not included in the letter and in the future he suggested to include the amount.

5B-iv. Prospects Report

Mr. Thares reviewed the prospects report that was included in the packet. Steve Kellog, Equity TransWestern, has indicated they would like to meet with Big Lake in the future to discuss development opportunities. Staff continues to work with Talbot Lumber on relocation to the City and Staff will be touring their business at their current location.

Commissioner Kampa asked if there has been any interest in the A & W building. Mr. Thares commented that Staff has been fielding calls about permitted uses on the parcel but no development plans have been submitted.

At this point in the meeting, Commissioner Hayes suggested moving item 5D. Marketing up on the Agenda as representatives from Sherburne County were not at the meeting to present their item.

5C. Update: Marketing

City Planner Leslie Chmielewski updated Board Members on the marketing campaign. Agency 128 met with the marketing committee on March 4 to present their initial designs for the advertisement that will be placed in the Minnesota Real Estate Journal. A sketch of the advertisement was passed around for EDA Members to view.

5D. Discussion: Sherburne County EDA

Mr. Thares introduced Brian Benson, Sherburne County Administrator and Janna King, of Economic Development Services to the EDA. Mr. Benson discussed their revised proposal for forming a county-wide Economic Development Authority and the changes that were made to the proposal since last the last time they presented their idea to the BLEDA. Mr. Benson reaffirmed the goal of the county-wide EDA is to continue to develop the commercial and industrial tax base. This would be accomplished by purchasing land throughout the County and holding the land for future development and/or using the money to aid in costs that are above and beyond normal development.

After lengthy discussion of forming a county-wide EDA, it was the consensus of the Board that a revised Enabling Resolution and By-Laws would need to be submitted to the BLEDA for review before they would offer a recommendation to the City Council for consideration at a future meeting.

Mr. Benson suggested the BLEDA compile a list of their concerns and questions they would like clarified. He will then bring them to the Sherburne County Commissioners for discussion and report back to the BLEDA at a future date.

5E. Update: Multi-Purpose Entertainment Center

Mr. Thares reported there is no new information to report on the multi-purpose entertainment center proposal. Financial information was submitted to Ehlers and Associates for review. Additional information from Kevin Smith (principal of proposed project), is needed for the analysis to be completed.

5F. Lake Shopping Center - East End

Mr. Thares reported on the lease extension for Big Lake Floral commenting that the City continues to lease its space to them on a month to month basis.

Scott Johnson, City Administrator, reviewed three potential library relocation options, including relocation to the east end of Lake Shopping Center. After comprehensive review of the options, it was the consensus of the board that cost figures for each of the options are presented to the BLEDA at a future meeting before a recommendation would be made to the City Council for their consideration.

5G. Update: Concept Redevelopment Proposal

Misprint on agenda; item is discussed under 5H. Downtown Redevelopment

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5H-i. Redevelopment Project- Eagle Lake Road North & Highway 10

Mr. Thares reported that the City/BLEDA Attorney is drafting a Purchase Agreement/Development Agreement for the structure John Weicht and Associates are proposing at the corner of Eagle Lake Road and Highway 10. Staff will be meeting with Mr. Weicht to discuss the process and forthcoming steps.

Additional information concerning the budget breakdown for the public costs was requested from the Minnesota Department of Employment and Economic Development for the redevelopment grant that was submitted in February.

Commissioners Sanford and Leslie were excused from the meeting at 9:15 p.m. Commissioner Sanford requested that Laura Hayes, Big Lake Township Clerk, be appointed to the marketing committee.

5H-ii. Update: Demolition of 210 and 300 Eagle Lake Road North

City Planner, Leslie Chmielewski, reported Resources Training and Solutions had collected samples from the home located at 210 Eagle Lake Road North and results of the tests would be available next week.

Tests results were back from 300 Eagle Lake Road and the results indicate no lead was found but small amounts of hazardous materials were found in other samples tested.

Ms. Chmielewski reported that Staff was contacted by Ketti Green, Big Lake Jaycees, regarding a proposed project their organization would like to do. They would like to demolish the existing home at 421 Eagle Lake Road and move the house located on 300 Eagle Lake Road to that lot. Staff will continue to work with the Jaycee's as they move forward on this proposed project. In order to stay on track with the timeline of having the house off the property by May 1, , Staff will need to receive quotes and award a contract for the abatement of the regulated wastes before the April 14th EDA meeting and April 16th City Council meeting.

Commissioner Eddy motioned to authorize the BLEDA Director to consider quotes and award contracts for the abatement of regulated wastes from 300 Eagle Lake Road. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

5I. Projects Status Report

Mr. Thares briefly reviewed various projects happening in the City. No action required.

5J. EDA Budget: Information only; no action required or taken.

5K. Update: Northstar Transit Oriented Development (TOD):

Mr. Thares reviewed the Memo from Senior Planner Katie Larsen. Commissioner Heitz commented that construction of the stations will begin this spring and Anoka's station will be the first to be built.

6. OTHER

Mr. Thares reminded the Members that they are invited to attend the Broker's Event, coordinated by Sherburne County, on Wednesday April 30.

7. ADJOURN

Commissioner Dickinson motioned to adjourn the meeting at 9:30 p.m. Seconded by Commissioner Heitz, unanimous ayes, meeting adjourned.