

BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY

MEETING MINUTES

MONDAY, JANUARY 10, 2011

1. CALL TO ORDER

President Doug Hayes called the meeting to order at 7:01 p.m.

2. ROLL CALL

Commissioners present: Raeanne Danielowski, Dave Gast, Doug Hayes, Mike Hayes, Jerry Parks and Jim Stahlmann. Commissioners absent: Jim Dickinson.

Also present: Community Economic Development Director Jim Thares.

3. ADOPT AGENDA

Commissioner Danielowski motioned to approve the agenda with the Addition of Item #5J, Discussion: Extension of Bonds for Industrial Park Expansion. Seconded by Commissioner Parks, unanimous ayes, motion carried.

4. APPROVE BLEDA MEETING MINUTES FROM DECEMBER 13, 2010

Commissioner Gast motioned to approve the December 13, 2010 BLEDA minutes with the minor correction to the first sentence of Item #5A as discussed. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

5. JOINT CITY/TOWNSHIP EDA BUSINESS ITEMS

5A. BIG LAKE RAIL PARK

Community Development Director Thares reported that the status of the Rail Park development remains unchanged as the closing has been delayed until January 2011. This item will be brought forward at a future meeting. No action required or table by the Board.

5B. PROJECTS STATUS REPORT

Mr. Thares briefly reviewed the items listed in the January 2011 Projects Status Report. No action required or taken by the Board.

5C. PROSPECTS REPORT

Mr. Thares reviewed the report; no action required or taken by the Board.

5D. BLEDA BUDGET

Mr. Thares reviewed the budget documentation as presented and answered questions of the Board.

BLEDA members and staff discussed the various loans that are delinquent or in deferral status. It was determined that staff would follow-up with the businesses to discuss restarting payments and/or making payment arrangements. No action required or taken by the Board.

5E. RECOMMENDATION: APPOINTMENT TO VACANT BLEDA SEAT

Mr. Thares reviewed the recommendation of the Subcommittee which interviewed the two (2) applicants applying for the vacant BLEDA seat and that it was the recommendation of the Subcommittee to recommend to the City Council that Chuck Heitz is appointed to fill the vacant seat ("E") on the BLEDA Board through 12/31/2010, noting that this position becomes "ex-official" during the times that Township Representatives have voting rights.

Commissioner Parks motioned to recommend that the City Council appoint Chuck Heitz to serve as a Commissioner of the Big Lake Economic Development Authority (Seat "E"), effective January, 2011 through December 31, 2010. Seconded by Commissioner Gast, unanimous ayes, motion carried.

5F. 2011 BLEDA ORGANIZATIONAL (OFFICER) APPOINTMENTS

Mr. Thares discussed the 2011 organizational appointments that will need to be made; however, due to the fact that the seat vacated by Robert Eddy will not officially be filled by appointment by the City Council until their January 24th meeting, staff has asked the Board to table the appointment of officers to their February 14th meeting.

Commissioner Danielowski motioned to table the appointment of BLEDA officers positions for 2011 until the February 14, 2011 BLEDA meeting. Seconded by Commissioner Parks, unanimous ayes, motion carried.

5G. RESOLUTION: ENABLING RESOLUTION CHANGE REGARDING BLEDA MEETING TIME

Mr. Thares reported that discussions have taken place to consider changing the BLEDA meeting time from 7:00 p.m. to 6:00 p.m. in order to accommodate a mandatory reduction in hours for staff and that staff is recommending that the Board recommend that the City Council adopt a resolution modifying the appropriate section of the BLEDA Enabling Resolution to reflect this change in the BLEDA meeting time.

Commissioner Gast motioned to recommend that the City Council adopt a resolution modifying Section IV, C.2, of the Big Lake Economic Development Authority Enabling Resolution to reflect a change in the regular meeting time from 7:00 p.m. to 6:00 p.m. on the second Monday of each month, effective February, 2011. Seconded by Commissioner Parks, unanimous ayes, motion carried.

5H. RESCHEDULE OCTOBER 2011 BLEDA MEETING

Due to the scheduled October 2011 BLEDA meeting date falling on Columbus Day, Mr. Thares stated that staff is asking the Board to reschedule their regular meeting in October to an alternate date.

Commissioner M. Hayes motioned to schedule the October 2011 BLEDA meeting on Monday, October 17, 2011. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

5H-i. 2011 BLEDA Meeting Date Schedule (information only)

The schedule for 2011 BLEDA meetings was distributed and briefly reviewed. No action required or taken by the Board.

5I. SCHEDULE SPECIAL GATHERING: 2011 BIG LAKE EXPO

Mr. Thares reported that the 2011 Big Lake Business Expo is scheduled to be held on Sunday, March 6, 2011, from 11:00 a.m. to 3:00 p.m. He further noted that in past years the BLEDA and City Council have shared in the cost and staffing of a booth at the Expo. Staff is recommending that the BLEDA motion to schedule a Special Gathering of the BLEDA for the 2011 Big Lake Expo.

Commissioner Danielowski motioned to schedule a Special Gathering of the BLEDA on Sunday, March 6, 2011, from 11:00 a.m. to 3:00 p.m. at the Big Lake High School (501 Minnesota Avenue), for the 2011 Big Lake Business Expo. Seconded by Commissioner Parks, unanimous ayes, motion carried.

5J. BLEDA BLIPE LOAN MODIFICATION

Staff reviewed the BLIPE loan modification to extend the terms and payment schedule for the Industrial Park loan. City Administrator Scott Johnson indicated that the Township and City Council would also be reviewing the same proposed loan modification terms in the next couple of weeks.

Commissioner Stahlmann motioned to approve the BLIPE loan modification as request. Seconded by Commissioner Park, motion passed on a vote of 5 to 1, with Commissioners Danielowski, Gast, D. Hayes, M. Hayes, J. Parks, and J. Stahlmann voting aye, and Commissioner Gast abstaining.

6. CITY EDA BUSINESS ITEMS

6A. UPDATE: PROPOSED MULTI-FAMILY DEVELOPMENT – BUSINESS SUBSIDY REQUEST AND TIF DISTRICT #1-6 RESOLUTION

Community Development Director Jim Thares briefly reviewed the January 7th memorandum regarding the business subsidy request and TIF District #1-6 Resolution for the Miller-Jesh multi-family development proposal. He noted that it has been requested that the BLEDA schedule a special meeting on January 18, 2011 to further discuss this issue and to table this item to that special meeting.

Commissioner Gast motioned to schedule a special meeting of the BLEDA at 6:00 p.m. on January 18, 2011 and to table this item to that special meeting. Seconded by Commissioner Danielowski, unanimous ayes, motion carried.

7. OTHER – None.

8. ADJOURN

Commissioner M. Hayes motioned to adjourn the meeting at 7:57 p.m. Seconded by Commissioner Parks, unanimous ayes, meeting adjourned.