

BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY

MEETING MINUTES

MONDAY, APRIL 13, 2015

1. CALL TO ORDER

President Doug Hayes called the meeting to order at 6:00 p.m.

2. ROLL CALL

Commissioners present: Raeanne Danielowski, Jim Dickinson, Dave Gast, Greg Green, Doug Hayes, Norm Leslie, Steve Pflieger, Darek Vetsch, and Mike Wallen. Commissioners absent: none.

Also present: Consultant Economic Development Specialist John Uphoff, Interim City Administrator Joel Scharf, and Administrative Assistant Sandy Petrowski. Rusty Fifield and Jessica Green of Northland Securities.

3. ADOPT AGENDA

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

4. APPROVE BLEDA MINUTES

4A. APPROVE BLEDA MEETING MINUTES OF MARCH 9, 2015

Commissioner Dickinson motioned to approve the March 9, 2015 BLEDA minutes with one minor correction to the second paragraph on page 1 under #2. Roll Call, as discussed. Seconded by Commissioner Green, unanimous ayes, motion carried.

4. APPROVE BLEDA SPECIAL WORKSHOP MINUTES OF APRIL 2, 2015

Commissioner Dickinson motioned to approve the April 2, 2015 BLEDA Special Workshop minutes. Seconded by Commissioner Wallen, unanimous ayes, motion carried.

5. BLEDA BUSINESS ITEMS

5A. DISCUSSION: APPLYING TIF TO INDUSTRIAL PARK PROPERTIES – RUSTY FIFIELD, NORTHLAND SECURITIES

Consultant Economic Development Specialist John Uphoff reported that in March, the BLEDA discussed the Big Lake Industrial Park Phase 2 and Commissioner Dickinson had provided a spreadsheet to assist the Board with understanding the total cost that has been invested as well as showing what several different asking price scenarios would recoup versus the investments made. Uphoff stated that there were a couple businesses currently located in the Industrial Park that were considering a potential expansion and had made offers but the parties were not able to come to agreement on the asking price. He stated that staff wanted to determine if TIF could be used as a tool to write down land costs and staff has invited Northland Securities to this meeting to discuss this issue.

Mr. Rusty Fifield, of Northland Securities, provided a background on TIF, how it could be used/applied in Phase 2 of the Industrial Park, and answered questions of the Board. Also discussed was the potential to write down the land acquisition cost for Ultra-Image, a firm in the Industrial Park Phase I, that has made an inquiry to the City regarding expanding plans.

This item was for information only; no action required or taken by the Board.

5B. DISCUSSION: 2015 BLEDA ACTION PLAN STATUS UPDATE

Uphoff briefly discussed the past format/use of the BLEDA Action Plan Status Update in the past and asked if the Board wants staff to continue with this report until the Strategic Plan is in place.

It was the consensus of the Board for staff to continue to use the BLEDA Action Plan Status Update format on a quarterly basis and the Project/Prospect Status Report on a monthly basis to provide more detailed information on current projects/issues.

Project/Prospect Status Update

Uphoff provided a brief updated on:

- Business Retention & Expansion (BR&E) – Staff recently met with Ultra Image and has also been in contact with Encompass in an effort to try to resolve some issues to keep them in Big Lake.
- Lupulin Brewing – Lupulin Brewing is scheduled to open soon.

- Kwik Trip – The project is proceeding; the easement issues have been resolved.
- EDA Strategic Plan – A Kick-Off Workshop is scheduled for April 2, 2015, with a second workshop planned for April 14th. An application has been submitted to the Initiative Foundation for a possible grant of \$2,500 to assist in the cost of the Strategic Plan.

5C. BLEDA BUDGET

Interim City Administrator briefly reviewed the budget documentation and answered questions of the Board. For information only; no action required or taken by the BLEDA.

5D. UPDATE: INQUIRY FROM ULTRA-IMAGE

Uphoff reported on the inquiry from Ultra Image Power Coating in July 2014 regarding expanding their facility to the 2.43 acre parcel to the north of their current location in the Big Lake Industrial Park. He noted that at that time, the EDA offered the property at \$1.50 square foot to cover the land cost and assessments. In August 2014, the business owner declined the proposal. Uphoff stated that he has recently met with the business owner and they are still interested in expanding and that staff has asked Northland Security to look at TIF for this project and report its findings to the BLEDA.

Mr. Rusty Fifield, Northland Securities, provided a brief summary on their findings with regards to TIF for this project and answered questions of the Board.

Uphoff asked for the BLEDA's permission to pursue Ultra Image Power Coating with a renewed offer based on the new findings. It was the consensus of the Board for staff to continue to work with Ultra Image Power Coating on a possible renewed offer and to bring revised information to a future BLEDA meeting.

6. OTHER – None.

7. ADJOURN

Commissioner Dickinson motioned to adjourn the meeting at 6:51 p.m. Seconded by Commissioner Wallen, unanimous ayes, meeting adjourned.