

# **BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY**

## **MEETING MINUTES**

**MONDAY, MAY 12, 2014**

### **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, Duane Langsdorf, Norm Leslie, Steve Pflughaar, and Mike Wallen. Commissioners absent: none. Also present: Economic Development Manager Heidi Steinmetz, Interim City Administrator Jessica Green, and Administrative Assistant Sandy Petrowski.

### **3. ADOPT AGENDA**

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

### **4. APPROVE BLEDA MEETING MINUTES OF APRIL 14, 2014**

Commissioner Danielowski motioned to approve the April 14, 2014 BLEDA minutes. Seconded by Commissioner Wallen, unanimous ayes, motion carried.

### **5. BLEDA BUSINESS ITEMS**

#### **5A. DETERMINE LAND PRICE FOR EDA-OWNED PROPERTY AT HIGHWAY 10/ COUNTY ROAD 5**

Economic Development Manager Heidi Steinmetz provided background information on the BLEDA-owned property located on the northeast corner of Highway 10 and County Road 5/Eagle Lake Road North as well as the two (2) privately owned parcels that are adjacent to the BLEDA property. The selling of the BLEDA-owned parcel has been the subject of recent discussion and, in order to proceed with the sale and generate tax revenue for the City, staff is asking the Commissioners to determine an acceptable price per square foot for the parcel.

Steinmetz briefly discussed the draft joint marketing agreement that has been provided by the adjacent land owner's attorney but noted that staff was not recommending that the BLEDA enter into the agreement at this time due to what they feel would restrict staff from marketing its own parcel.

After a lengthy discussion on square foot pricing of recent sales in the area and the County's estimate on property values, Commissioner Wallen motioned to set the land price for the EDA-owned parcel located at the northeast corner of Highway 10 and County Road 5/Eagle Lake Road North at \$8.00 per sq. ft. Seconded by Commissioner Green, unanimous ayes, motion carried.

#### **5B. CONSIDER ADOPTION OF TIF POLICY**

Steinmetz reported that a draft of the proposed Tax Increment Finance (TIF) Policy was presented to EDA at their last meeting and, based on the comments provided at that meeting, a revised TIF Policy is before the BLEDA for review, with staff recommending that BLEDA adopt the revised Policy.

Commissioner Danielowski motioned to adopt the Tax Increment Finance (TIF) Policy as presented. Seconded by Commissioner Langsdorf, unanimous ayes, motion carried.

#### **5C. 2014 BLEDA ACTION PLAN STATUS UPDATE**

Steinmetz reviewed the Action Plan Status Update, including the following:

- 1) A Developer luncheon/tour is scheduled for May 29<sup>th</sup> at the Carousell Works which will include a staff presentation, luncheon, and a tour of industrial/commercial sites;
- 2) The next BR&E visit is scheduled for June 4<sup>th</sup> at Kelco Supply Company;
- 3) Minnesota Housing staff members came out to monitor the City's NSP program and the visit went well and the City will be moving forward with the eight (8) remaining properties that need development through the NSP program;
- 4) Code enforcement process is continuing with work being coordinated between Building and Police staff;
- 5) Staff is continuing to work on addressing the issues of the lack of broadband and not enough power in the Industrial Park.

Commissioner Dickinson asked about the Planning Commission's discussion on the building design standards of the Big Lake Industrial Park and whether or not any changes were recommended. Steinmetz reported that the Planning Commission has discussed this issue and felt no changes were needed at this time. She stated that if the EDA believes the design standards could possibly need some updates, perhaps a joint meeting could be held to review the standards. Commissioner Dickinson stated that the recommendation should be sent to the Joint Planning Board to determine whether or not they are satisfied with the current design standards.

**5D. EDA BUDGET**

Finance Director Jessica Green reviewed the budget documentation and answered questions of the Board. This item for information only; no action was required or taken.

**5E. PROJECT/PROSPECT STATUS REPORT**

Steinmetz briefly reviewed the report; no action required or taken by the Board.

**6. OTHER**

Commissioner Danielowski congratulated Jim Dickinson on being the Administrator of a city (Andover, Minnesota) that recently went through an evaluation by their residents and he received a 97% satisfaction rate from the Andover residents.

**7. ADJOURN**

Commissioner Wallen motioned to adjourn the meeting at 7: 06 p.m. Seconded by Commissioner Langsdorf, unanimous ayes, meeting adjourned.