

BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY

MEETING MINUTES

MONDAY, APRIL 13, 2020

1. CALL TO ORDER

President Alan Heidemann called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Commissioners present: J. Brian Calva, Ken Geroux, Greg Green, Alan Heidemann, Rose Johnson, and Mike Wallen. Commissioners absent: Jim Dickinson.

Also present: BLEDA Executive Director Hanna Klimmek, Finance Director Deb Wegeleben, and BLEDA Secretary Corrie Scott.

4. ADOPT AGENDA

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

5. APPROVE BLEDA MEETING MINUTES OF MARCH 2, 2020

Commissioner Wallen motioned to approve the March 2, 2020 BLEDA minutes. Seconded by Commissioner Green, unanimous ayes, motion carried.

6. BLEDA BUSINESS ITEMS

6A. BLEDA BUDGET AND LIST OF CLAIMS

Klimmek reported that the Rebranding project with Como Lakes Marketing will be postponed until a more appropriate time. She will consult with Como Lakes Marketing to see if the contract needs to be amended. Wegeleben commented that there is a potential for property taxes to be turned in late due to the COVID-19 pandemic.

Commissioner Wallen motioned to accept the budget report and approve the BLEDA List of Claims for March 2020 as presented. Seconded by Commissioner Johnson, unanimous ayes, motion carried.

6B. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Current Development Activity (as of 4/08/20):

Housing:

- Single-Family New Construction Issued Permits 7
- Single-Family New Construction in Review 4

- Multi-Family New Construction
 - Duffy Development - The Crossing at Big Lake Station Phase II
 - In construction
 - Kuepers, Inc. – Station Street Apartments - 105-unit multi-family, market rate new construction project
 - Building permits under review
 - Sandhill Villas (HOA) – 12-unit development project
 - Pre-development
 - Avalon Estates – Approximately 120-unit development for 55+
 - Pre-development
 - Aeon - Big Lake Station Apartments – 55 multi-family units; 70 units for 55+
 - Pre-development
 - CommonBond – 120 multi-family units (2, 60-unit buildings)
 - Pre-development

Commercial/Industrial:

- ❖ Minnco Credit Union – New Business / New Construction
 - In construction (plan to open by June 1, 2020)
- ❖ Car Condo Project – New Business / New Construction
 - Building permit under review
 - Starting pre-development process for Phase II
- ❖ Wastewater Treatment Project - Expansion
 - Pre-development
- ❖ Nystrom Associates Rehabilitation Facility
 - Pre-development – has decided to hold off on moving forward for a couple of months.
- ❖ *Actively working with Developers/Business Owners on three (3) additional new construction projects*

BLEDA:

- A Panel interviewed three candidates to facilitate the Community Brand and Identity Design Project. The Panel selected Como Lake Marketing Partners and recommended the BLEDA approve a Contract for Service. We are currently waiting to schedule a “kick-off” meeting for when everyone is back in the office.
- BLEDA Strategic Plan Committee will be meeting once everyone is back in the office to revise the Strategic Plan as it is a “working document.”
- The Telecommuter Forward! Certification Resolution was approved by the City Council on 3/11/20.

- Aeon is asking for a Resolution of Support to submit two (2) tax credit applications to MN Housing to newly construct a 55-unit multi-family structure and a 70-unit apartment building for senior's age 55+. Council approved the resolution on 3/25/20.
- During their November 12, 2019 meeting, the BLEDA entered into a Contract for Private Development with the Blackbird Group LLC to newly construct a laundromat facility on the corner of Martin and Fern.

Planning & Zoning:

- City Council appointed Big Lake's new City Planner on 2/26/20 – Amy Barthel began her service on March 16, 2020.
- Holding off on hiring a summer intern to facilitate code enforcement and assist with operating the Farmers Market. We do have a great candidate who would like to take the opportunity.
- Style Catering (new business) received a CUP approval for use and another CUP approval to allow for liquor sales during the 3/25/20 City Council meeting.

Building:

- Working on hiring a Chief Building Official.

Other:

- Most time is dedicated to reacting to COVID-19 and assisting businesses in making sure they have the correct information and resources.
- City Council approved an Annexation by Ordinance of PID 10-324-1200 on April 8, 2020.

Klimmek reported that Cargill announced as of April 13, 2020 they are temporarily idling their Big Lake plant until further notice.

7. OTHER

Klimmek asked the Commissioners if there are any other ways the City can support the local business community. Calva recommended encouraging the community to think positive through a newsletter, Facebook, or another medium. Wallen recommended having a special meeting to plan for the future of the business community. Wallen stated that City staff has created a #KeepBigLakeStrong campaign that features local businesses and organizations and information on how their operations have been altered. Klimmek also sends out regular emails with information for local businesses.

Commissioner Johnson motioned to hold a special meeting on Monday, April 20, 2020 at 5:00 p.m. in the City Council Chambers. Seconded by Commissioner Calva, unanimous ayes, motion passed.

8. ADJOURN

Commissioner Wallen motioned to adjourn the meeting at 6:36 p.m. Seconded by Commissioner Green, unanimous ayes, meeting adjourned.