

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, MAY 11, 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, Jim Dickinson via teleconference, Ken Geroux, Greg Green, Alan Heidemann, Rose Johnson, and Mike Wallen.

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

Commissioner Dickinson left the meeting at 6:35 p.m.

4. ADOPT AGENDA

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

5. APPROVE BLEDA MEETING MINUTES OF APRIL 13, 2020

Commissioner Johnson motioned to approve the April 13, 2020 BLEDA minutes. Seconded by Commissioner Geroux, unanimous ayes, motion carried.

6. APPROVE BLEDA MEETING MINUTES OF APRIL 20, 2020

Commissioner Johnson motioned to approve the April 20, 2020 BLEDA minutes. Seconded by Commissioner Green, unanimous ayes, motion carried.

7. BLEDA BUSINESS ITEMS

7A. COMMONBOND RESOLUTION OF SUPPORT DISCUSSION

Klimmek reviewed that CommonBond, housing Developer, is proposing to newly construct 120 units of both market rate and affordable rental units. They have named their project, "Marketplace Crossing I & II." The site location is on PID 65-543-0040, which is on the north side of Hwy 10 and in the marketplace area.

The 120 units will be made up of 2, 60-unit buildings and will have amenities such as shared walking paths, stormwater feature, and playgrounds. They will be newly constructed in 2 Phases. CommonBond is asking for a Resolution of Support for Phase I at this time; 60 units.

Planning Staff is in support of the project and is in support of the PUD flexibility that CommonBond is looking for. They are requesting a rezone from B-3 General Business to a PUD using R-3 Zoning as base standards. Per the Comprehensive Plan, the parcel is guided for medium and high density residential.

CommonBond will be submitting a tax credit application to Minnesota Housing this year and if awarded will begin construction of Phase I in 2021. They are not asking for any local incentives other than flexibility through a PUD.

This BLEDA agenda item is to only address the Resolution of Support for CommonBond in submitting a tax credit application to Minnesota Housing, not to address the entitlement process. A Resolution of Support from the Big Lake City Council is required in order to submit a complete application and for Minnesota Housing to accept the application for review.

Johnson asked if this proposal has moved location. Andy stated that it is guided for higher density residential while the other parcel was guided for commercial. The movement was made with recommendation from the Planning Commission.

Commissioner Geroux motioned to recommend the City Council consider approval of a Resolution of Support for CommonBond to submit a tax credit application to Minnesota Housing to newly construct 60 units of both market rate and affordable rental options. Seconded by Commissioner Green, unanimous ayes, motion carried.

7B. CODE REVISION TASK FORCE MEMBER SELECTION

Klimmek reviewed that the Big Lake Community Development is creating a Code Revision Task Force in an effort to proactively discuss and recommend reasonable and necessary changes to the City Code.

Amy Barthel, City Planner, will be leading the Code Revision Task Force. Amy plans to bring her recommendations to the Code Revision Task Force for discussion. From there, she will be looking to obtain a solid recommendation from the Task Force to bring

to the Planning Commission. At this time, Staff is looking for each Board to select a Member to join.

Johnson asked if the Code Task Force plans to make revisions all at once or in smaller portions. Klimmek stated that the decision to update the City Code in portions vs. at one time could be made at the Task Force meeting. Johnson recommended that Commissioner Geroux take this role. Heidemann agreed that Geroux would make a good addition to this Task Force.

Commissioner Johnson motioned to recommend Commissioner Geroux as a Member of the Code Revision Task Force. Seconded by Commissioner Wallen, unanimous ayes, motion carried.

7C. BLEDA BUDGET AND LIST OF CLAIMS

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

7D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

1. Current Development Activity (as of 5/7/20):

Housing:

- Single-Family New Construction Issued Permits 10
- Single-Family New Construction in Review 1

- 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
 - In construction
 - 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
 - Project is on hold
- ❖ Wastewater Treatment Project - Expansion
 - In construction
- ❖ Nystrom Associates Rehabilitation Facility
 - We are expecting preliminary applications by May 15, 2020
- ❖ Great River Federal Credit Union – New Business / New Construction
 - Pre-development
- ❖ *Actively working with Developers/Business Owners on two (2) additional new construction projects*

2. BLEDA:

- Kick-off for the Branding and Identity Design Project has been postponed until the community is ready to engage in the project.
- BLEDA Strategic Plan Committee will be working on creating strategies/framework for development, re-development, and repurposing.
- Aeon received a recommendation of approval from the BLEDA 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.
- On May 11, 2020, CommonBond will be asking the BLEDA for a recommendation of approval for a Resolution of Support to submit one (1) tax credit application to MN Housing to newly construct 120 multi-family rental units of both market rate and affordable housing.
- 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.

3. Planning & Zoning:

- City Council appointed a Code Enforcement Intern – Jack Johansen will begin his service on May 18, 2020.

4. Building:

- City Council appointed Lenny Rutledge to serve as Big Lake's Chief Building Official. He will begin his service on May 11, 2020.

PERMIT ACTIVITY REPORT – THROUGH APRIL 30, 2020

Permit Type	Permits Issued in April of 2020	2020 Total
Single-Family	5	10
Multi-Family	2	2
Commercial New / Remodel / Addition	2	5

Big Lake BLEDA Meeting Minutes

Date: May 11, 2020

Page 5 of 7

Remodel / Decks / Misc.	31	65
HVAC / Mechanical	5	25
Plumbing	7	17
Zoning	22	34
Land Alteration	1	2
Fire	0	10
TOTAL	75	170

	Permit Fee	Plan Review	TOTAL
Total Fees in April 2020	\$54,315.75	\$24,658.58	\$78,974.33

YTD 2020 Total Valuation (through 4/30/20)	YTD 2020 Permit Fee + Plan Review (through 4/30/20)
\$9,168,764.86	\$104,022.95

PREVIOUS YEAR COMPARISON – THROUGH APRIL 30, 2019

Permit Type	Permits Issued in April of 2019	2019 Total
Single-Family	1	6
Multi-Family	0	0
Commercial New / Remodel / Addition	9	11
Remodel / Decks / Misc.	27	51
HVAC / Mechanical	7	17
Plumbing	5	12
Zoning	10	20
Land Alteration	1	1
Fire	0	0
TOTAL	60	118

	Permit Fee	Plan Review	TOTAL
Total Fees in April 2019	\$47,839.90	\$18,078.48	\$65,918.38

YTD 2019 Total Valuation (through 4/30/19)	YTD 2019 Permit Fee + Plan Review (through 4/30/19)
\$10,269,796.64	\$97,788.44

8. OTHER

Geroux stated that at the last City Council meeting there was a discussion about potentially shutting down Lakeside Park to non-residents during COVID-19 which could extend to future conversations. Geroux brought up that a main priority of the BLEDA is to brainstorm ways to bring new commerce into the City of Big Lake and that Lakeside Park is a big attraction that drives individuals to Big Lake which leads to them purchasing from local businesses. He stated that this potential decision could hinder the sales for local businesses from non-residents.

Johnson explained that the conversation at City Council to shut down Lakeside Park to non-residents was a direct result of COVID-19 and it is a last resort option if there is a large increase in non-residents traveling to Big Lake due to other Minnesota lakes being closed. Johnson stated that the decision that was made at Council was made with the consideration of residents as tax payers who maintain Lakeside Park having priority access to the park. Johnson also stated that this conversation led to the approval of a parking meter rather than park attendants which will ultimately save the City money in future years.

Calva stated that he agrees with Geroux's point. Calva stated for example that he took his family to another community that had parks that were open and that their family spent money at businesses that were located in those communities with park facilities.

Johnson stated that the BLCLA has statistics that show the risk for Aquatic Invasive Species increases exponentially from non-residents who bring boats onto the lake. Geroux stated that from an economic standpoint he ultimately wouldn't like to see regulation on Lakeside Park. Green commented that a resolution to City Council from EDA could be a next step to ensure that Lakeside Park continues to be open to the general public. Geroux asked if the formality of a resolution is necessary. Klimmek stated that conversations like these benefit from having multiple Council liaisons on the EDA and other Commissions and a resolution might not be necessary.

Johnson stated that a Task Force for this issue could be beneficial. Johnson stated that she would like to see access to Lakeside Park be free to residents at some point. Wegeleben stated that residents are likely to enjoy the new parking meter system because they don't have to work with a park attendant and won't get confused that they are able to drop off their family members without having to pay. Wallen stated that he doesn't feel a committee for this purpose is necessary at this point. He stated that having multiple Council members on the BLEDA should be enough of a voice to the Council. Dickinson stated that the initial introduction of resident and non-resident seasonal passes was created to combat the costs of milfoil in Big Lake. It also went toward upgrading Lakeside Park to include docks and bathrooms. He stated that before increasing fees for non-residents it would be wise to consult residents to avoid potential conflict.

Klimmek brought forward a document that was put together by the University of Minnesota titled Sherburne County Understanding the Economy. The document has statements about how formal work-at-home arrangements in Sherburne County are not readily available. Since COVID-19, things in Sherburne County have changed. Klimmek is recommending that the University of Minnesota review and update this document to reflect the current state of Sherburne County more accurately.

Johnson stated that internet quality has gone down since telecommuting and telelearning has gone into place. Klimmek stated that she would also like to put in place a dig-once policy.

9. ADJOURN

Commissioner Wallen motioned to adjourn the meeting at 6:44 p.m. Seconded by Commissioner Green, unanimous ayes, meeting adjourned.