

ECONOMIC DEVELOPMENT AUTHORITY

2:00 P.M.

Wednesday, Feb 9, 2022

Present: Beth Smuk
Richard DeRosier
Shane Hoff

Absent: Nelson French
Floyd Baker

Lana Fralich, City Administrator
Tim Costley, City Attorney
David Drown, Economic Development Director
John Loye, MSA Engineering

DeRosier called the meeting to order at 2:00 p.m.

Appointment of Board Chair – There was a consensus of the board to table until next meeting.

Appointment of Alternate Chair – Motion by Hoff, second DeRosier to appoint Smuk as alternate chair. MOTION CARRIED.

Smuk began chairing the meeting.

Agenda – Motion by DeRosier, second Hoff to approve the agenda as presented. MOTION CARRIED.

Minutes – Motion by DeRosier, second Hoff to approve the minutes of the November 3, 2021 regular meeting and November 24, 2021 Special Meetings. MOTION CARRIED. Motion by Hoff, second DeRosier to approve minutes of December 3, 2021 Special Meeting. MOTION CARRIED. Motion by DeRosier, second Smuk to approve minutes of January 18, 2022 Special Meeting. MOTION CARRIED.

COMMUNICATIONS- None

ECONOMIC DEVELOPMENT DIRECTOR –

OLD BUSINESS –

MSA Engineering – Golf Course Housing Subdivision- John Loye provided an update on the Golf Course Housing Subdivision project regarding road placement, lot sizes, easements, minimizing of wetland impacts and stormwater ponds. There was discussion on the feasibility of extending city water/sewer to the property versus each property having a well and septic, the sale of lots to recoup costs of placing city water/sewer lines, types and sizes of homes, restrictive covenants, and working with Lake County to find missing or damaged monuments for platting. MSA expects platting to be done by Spring.

Downtown Survey Results – Drown provided the results of the Community Survey and his review and opinion of the results. The survey will be forwarded to Council for review.

Housing Grant Program Status Report – Housing grant program has been launched with six applicants received to date. There was discussion on grant financing thru cooperative tax abatements with the County and School, that are pending, instead of establishing a TIF District because abatements have fewer restrictions and easier process. If the County or School does not approve the abatement, then a TIF would be established.

Penn Avenue Apartment Housing Status Report – Drown provided update to board regarding Penn Avenue Apartment Housing, still waiting for bond attorney's definition of work force housing but there is a developer ready and has contractor to begin building 4 plex units as soon as this Spring. Discussion followed on what the city's role would be with HRA and developer, facilitating land sale between developer and HRA, and what the HRA requirements would be.

NEW BUSINESS-

Set 2022 Regular Board Meeting Dates – Motion by Hoff, second DeRosier to set Economic Development Authority regular meeting dates as February 9, March 9, April 6, May 4, June 8, July 6, August 3, September 7, October 5, November 9, and December 7. MOTION CARRIED.

Consider Proposals to Develop a Master Signage Plan for the City- Board reviewed Master Signage Plan proposals from MSA and Bolton & Menk, City does have an IRRR grant to aid in purchasing lighting and signs. Proposal costs between MSA and Bolton & Menk are similar and the project would include the inventory of current signs and develop a city-wide master plan for signs in the community. Discussion on process, costs, and taking a community approach with public input, and that the funds would need to come from the General Fund. There was further discussion on local businesses that may be able to do this type of project for less costs. Motion by DeRosier, second Hoff to recommend City Council to develop a Master Signage Plan for the City. MOTION CARRIED.

Advisory Committees for Dog Park Set Up- There has been a meeting with interested parties to serve on a Dog Park Advisory Committees.

Hamline Proposal for Sponsorship and Kiosk Content Development – Board reviewed a Hamline Proposal for location and content development of Kiosks. Proposal costs are \$5000/year for sponsorship, \$35,000 for content development. Motion by DeRosier, second Hoff to recommend to council to accept Hamline Proposal for Sponsorship and Kiosk Content Development at a cost of \$40,000 and to forward to Lovin Lake County for possible financing. MOTION CARRIED.

Potential Project Study Recommendations-

Public Water Service to Golf Course Feasibility Study by Bolton & Menk- Motion by DeRosier, second Hoff to make recommendation to City Council to have Bolton & Menk, LLC do a feasibility study of public utilities extension to Golf Course. MOTION CARRIED.

Public Street Behind Shopping Center Feasibility Study by Bolton & Menk- There was discussion of various issues relating to access to the Post Office, drainage system, expansion of Silver Point Apartments by Lake County HRA, a new location for the school bus garage, future road improvements to Bank Boulevard by Lake County, and providing better road access in this area. There was discussion of creating a new public street between Banks Boulevard and Outer Drive to help solve some of these issues. Motion by DeRosier, second Hoff to make

recommendation to City Council to have Bolton & Menk, LLC do a feasibility study regarding creating a public street on the back side of the shopping center. MOTION CARRIED.

EDA EDUCATION -

The Basics of Tax Increment Financing and Abatement – Drown will provide information on process for TIF at the business park at a future meeting.

Motion by Hoff, second DeRosier to adjourn at 3:58 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson