

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, FEBRUARY 14, 2022

1. CALL TO ORDER

Vice-President Ken Geroux 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, Ken Geroux, Cole Hendry, Paul Knier, and Kim Noding. Commissioners absent: Alan Heidemann.

Also present: BLEDA Executive Director Hanna Klimmek and BLEDA Assistant Treasurer Deb Wegeleben.

4. ADOPT AGENDA

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

5. APPROVE BLEDA MEETING MINUTES OF JANUARY 10, 2022

Commissioner Dickinson motioned to approve the January 10, 2022 BLEDA minutes. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6. BLEDA BUSINESS ITEMS

6A. BLEDA STRATEGIC PLAN REVISION APPROVAL

Klimmek reviewed the BLEDA Strategic Plan and asked the BLEDA to consider formal approval of revisions to the draft.

Commissioner Knier motioned to approve the proposed revisions to the draft Revised BLEDA Strategic Plan. Seconded by Commissioner Calva, unanimous ayes, motion carried.

6B. SET SPECIAL BLEDA GATHERING FOR THE 2022 BIG LAKE CHAMBER OF COMMERCE & INDUSTRY COMMUNITY FAIR

Klimmek reviewed that the Big Lake Chamber of Commerce and Industry Community Fair is coming up on Saturday, April 23, 2022 from 10:00 am to 1:00 pm at the Big Lake High School and that there might be a quorum of BLEDA Commissioners. She asked the BLEDA to set a special gathering for this event.

Dickinson stated that he will be attending the event. Knier encouraged all Commissioners to attend the event.

Commissioner Dickinson motioned to set a Special BLEDA gathering for Saturday, April 23, 2022 from 10:00 a.m. to 1:00 p.m. at the Big Lake High School (501 Minnesota Avenue) for the Big Lake Chamber of Commerce and Industry Community Fair. Seconded by Commissioner Calva, unanimous ayes, motion carried.

6C. LAND DEVELOPMENT PROCESS CHARTS

Klimmek reviewed that the Community Development Department has created a set of charts to illustrate the City's land development process. She stated that the charts are intended to serve as an educational tool for those interested or participating in the land development process including developers, appointed/elected officials, staff, consultants, etc.

Knier asked if these charts will be helpful to developers. Klimmek stated that these will be helpful in regard to City expectations of developers. She also stated that what is outlined in the charts are statutorily required. Geroux stated that these charts will hopefully streamline the process for developers.

6D. SHERBURNE COUNTY EDA – TAX ABATEMENT PRESENTATION

Klimmek reviewed that Jessica Green from Northland Public Finance provided a presentation on Tax Abatement Authority to the Sherburne County EDA during their most recent meeting on January 27, 2022.

6E. BLEDA BUDGET AND LIST OF CLAIMS

Commissioner Dickinson motioned to accept the budget report and approve the BLEDA List of Claims for January 2022 as presented. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6F. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Klimmek discussed the status of various projects within Community Development as of January 10, 2022. This update included Housing, Commercial and Industrial, BLEDA, Planning and Zoning, Building, and Recreation and Communication.

Noding asked if there is a minimum age that determines senior housing. Klimmek stated that the age determined by the state is 55 or older. Knier asked about income limits for the Aeon development. Klimmek stated that income information can be found online and that she can provide it for interested Commissioners. Dickinson asked if the development will be considered 100% affordable or only a portion. Klimmek confirmed that the Aeon development will be 100% affordable housing. Knier asked if Aeon has been denied for their tax credit before. Klimmek stated that the City has been working with Aeon for five years. She stated that they are looking to do three phases in total. She stated that there aren't any senior rental units available at this time in Big Lake.

Knier asked if the Code Revision Task Force project will be helpful for developers. Geroux stated that the goal is to simplify the code enough that the majority of those applying for permits do not need CUPS, IUPs, or PUDs. Klimmek stated that this will streamline the permit process and cut the amount of staff time going into each permit significantly. Geroux stated that the City's Downtown Design Standard document has many issues. Dickinson agreed and stated that it creates the need for an unnecessary amount of reviews.

Dickinson recommended using a scientific survey rather than surveying residents who attend the Community Fair for more reliable data to base goals on. Klimmek stated that this is an option and she would like to see an annual survey regarding the Comprehensive Plan's goals.

7. **OTHER** – None.

8. **ADJOURN**

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