

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

MONDAY, MAY 8, 2023

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: Donna Clarksean, Jim Dickinson, Ken Geroux, Alan Heidemann, Paul Knier, Cindy Lemm, and Kim Noding.

Also present: BLEDA Executive Director Therese Haffner, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary Corrie Scott.

4. ADOPT AGENDA

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

5. APPROVE BLEDA MEETING MINUTES OF APRIL 10, 2023

Commissioner Dickinson motioned to approve the April 10, 2023 BLEDA minutes. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6. BLEDA BUSINESS ITEMS

6A. BLACKBIRD LAUNDROMAT DEVELOPMENT PLAN

Haffner reviewed the revised site plan that was submitted by Blackbird Laundry Co. She asked for the BLEDA to consider and approve the Development Plan for Blackbird Laundromat.

Dickinson stated that the proposed revisions are consistent and meet the contract for development.

Commissioner Knier motioned to approve the revised Development Plan for Blackbird Laundromat. Seconded by Commissioner Lemm, motion passed with a 6:1 vote with 1 abstention with Commissioners Clarksean, Dickinson, Heidemann, Knier, Lemm, and Noding voting aye, and Commissioner Geroux abstaining. Motion carried.

6B. COMMUNITY SCHOOL BUILDING PARCEL # 65-477-0115 DEVELOPMENT DISCUSSION

Haffner reviewed that the community school building located at 160 Lake Street North will undergo a Phase II ESA to determine any impact to soil and/or groundwater as there was a fuel oil underground storage tank that was excavated in 1984. She stated that the property is guided for Town Center according to the City Comprehensive Plan and zoned B-2 General Business District allowing for retail, housing, hospitality civic land uses, and mixed-use buildings.

Haffner stated that there are two interested parties looking at the building with one wanting to redevelop the school building and city hall site and one wanting to renovate the school building, but that they haven't walked through the building yet. She asked the BLEDA to discuss and consider options for development and sale of property.

Knier stated that BLEDA purchased the old school building with the intention for cohesiveness between that building and City Hall, but if the old school building is sold separately it would create that problem again.

Wegeleben stated that there could be a two phase agreement where the purchaser allows City Hall time to relocate before renovating or reconstructing. Geroux stated that BLEDA was originally looking for site control over the old school building because in his opinion it needs to be redeveloped. He stated that it is not likely that one portion of the building could be redeveloped unless the City Hall portion is also empty. He stated the initial vision was that redevelopment on this site would potentially spur more redevelopment to the East of the building.

Wegeleben stated that if City Hall doesn't move, then the same outcome would likely happen if it wasn't sold to BLEDA first. Geroux stated that the next step now that there is site control would be for City Hall to relocate. Dickinson stated that it is important to outline the complexities that come with the property including the stormwater pipes in the parking lot and other potential barriers to redevelop. He stated that it is important to solidify the bond between the neighboring church as well. Dickinson suggested completing the Phase II and having an ALTA survey completed first to find out the existing conditions.

Knier asked if it is a good idea to buy the church property as well or if that should be left up to the developer. Dickinson stated that purchasing the church property might not be necessary, but there should be a conversation about their future plans. Geroux stated

that purchasing the church property might be feasible in the future if their intention is to sell, but not at this time.

Noding asked what the church's plans are. Wegeleben stated that they have spoken about creating a new location, but that she is unsure of when or where that would be. Noding agreed that the next step is to outline what we are dealing with and then decide how to proceed. Haffner stated that a building inspection and analysis are planned to be completed to determine if the site meets the criteria for Tax Increment Financing or Tax Abatement.

Lemm asked how many square feet City Hall is using at this time and if the Windstream building would be large enough. Knier stated that it is in his opinion, it is more than is needed and he would like to be able to tell tax payers that if that building was acquired it was a good price.

Lemm asked about the food shelf and senior center and if those would be housed in City Hall if it was relocated. Wegeleben stated that the senior center would still be housed in City Hall, but the food shelf would not as it wouldn't fit.

Geroux stated that the Windstream building would be a great fit for City Hall and that in previous years they have stated they like to maintain their use. Windstream would still need space. Knier stated that he is not opposed to the Windstream building if they pay rent to City Hall to offset some of the costs for taxes.

Noding asked if there would be enough space to house the Police Department at the Windstream building. Wegeleben stated that the most feasible way to relocate to the Windstream building would be to move both the Police Department and City Hall into the building.

6C. BLEDA BUDGET AND LIST OF CLAIMS

Geroux asked about the rent for Pizza Factory. Wegeleben stated that their rent is \$2,000 a month and will be going into the BLEDA budget, but that BLEDA is responsible for their utilities, except for gas. Lemm asked how long their lease is for. Haffner stated that their lease is for an additional five years, but that she has discussed relocating in the city owned space next to the municipal liquor store with them. Dickinson stated that if staff can find a better location for them it might entice them to vacate their lease early.

Knier asked about the Revolving Loan Fund. Wegeleben stated that she has been advertising it, but there hasn't been any interest recently.

Commissioner Knier motioned to accept the budget report and approve the BLEDA List of Claims for April 2023 as presented. Seconded by Commissioner Noding, unanimous ayes, motion carried.

6D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Haffner discussed the status of various projects within Community Development. This update included Housing, Commercial and Industrial, BLEDA, Planning and Zoning, and Building.

Scott discussed upcoming events and recreation throughout the community including Recycle Day, Outstanding Citizen of the Year, Browns Park needing a volunteer for landscaping, and Farmers Market Seasonal Staff. Wegeleben stated that there is an application that came in for the Seasonal Park Attendant position. Geroux asked where the list of bands for Music in the Park can be found. Scott stated it can be found on the website, Facebook, and printed in the lobby of City Hall.

Noding stated that there was a typo in the public notification regarding the Code Revision Project in the newspaper. Haffner stated that because the summary notification provided the details of the new code it shouldn't need to be republished. Dickinson asked about the BR&E visits for CentraCare. Haffner stated that they are both recruitment issues were brought up.

7. **OTHER** – None.

8. **ADJOURN**

Commissioner Knier motioned to adjourn the meeting at 6:40 p.m. Seconded by Commissioner Noding, unanimous ayes, meeting adjourned.