

**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
MONDAY, AUGUST 7, 2017 @ 5:30 P.M.
Arlington Community Center - Council Chambers**

1. Call to Order.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approval of Minutes.
 - A. June 12, 2017
5. Approval of Financial Reports.
 - A. June 2017
6. Old Business.
 - A. Update on Former Seneca Building
 - B. Workforce Housing Team Update
 - C. 2017 EDA Goals
7. New Business.
 - A. SMIF Small Towns Grant
8. Board Announcements.
9. Adjourn

A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING. NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING
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**ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
AUGUST 7, 2017 @ 5:30 P.M.**

The meeting was called to order by President Dean Bergersen at 5:30 p.m.

Members Present: Angelica Rose, Richard Thomes, President Dean Bergersen, Councilmember Tom Hatlestad, and Tim Kloeckl (arrived late 5:32 pm).

Members Absent: Larry Sorenson and Council Member Michelle Battcher

Also Present: Director Holly Kreft, Mayor Richard Nagel, and Kurt Menk.

Motion by Thomes, seconded by Hatlestad, and passed by unanimous vote to approve the agenda as presented.

Motion by Thomes, seconded by Hatlestad, and passed by unanimous vote to approve the minutes from the June 12, 2017 meeting as presented.

Motion by Kloeckl, seconded by Thomes, and passed by unanimous vote to approve the June 2017 Financial Report as presented.

Director Kreft provided an update on the former Seneca building. Northland Drying is still working on purchasing the southern portion of the property (south of the Railroad tracks), and they are looking forward to their closing. They are working with the City to get permits in place and are hoping to be operational within 60 days. They are now planning on having a larger employee base and are looking to employ 40 to 50 people. As mentioned in last month's meeting, Dave Siwek has purchased the full Seneca parcel. He is retaining ownership of the northern half of the property and the former Seneca mobile home park. Mr. Siwek is leasing the northern piece of the property to a trucking and logistics company and is also leasing the mobile homes back to Seneca. The gravel access road will be sold with the southern portion of the property. The new owners (Northland Drying) are aware of the City wanting to gain access to their Industrial Park via the gravel road. Northland Drying is working out a potential easement agreement versus an entire purchase agreement to bring back to the City. At this point, communications have been very positive. Discussion was had at length about access to the future Industrial Park. Director Kreft is working with Bolton & Menk on the grant application process for the Industrial Park. When funds are available from DEED they will move forward. Discussion was had about the wastewater treatment plant, and how that will affect Northland Drying's operations. Northland Drying is working with the City's Engineer and there are talks about utilizing the same process Seneca used, using one of the field spreaders in the field, but without using a silage pit.

Director Kreft provided an update on the Workforce Housing Team (WHT). At the last WHT meeting the three cities of Arlington, Gaylord, and Winthrop had committed to contribute \$3,000.00 each for the county wide housing study. Director Kreft has since received notice from Sibley County Administrator Roxy Traxler that the County has decided to not proceed with a Countywide Housing Study at this time. Ms. Traxler also stated that the company with the low quote has withdrawn their initial offer, due to time constraints. The WHT did meet today and there is interest from Gaylord, Winthrop, and Gibbon in joining with Arlington for a potential joint housing study. The Workforce Housing Team will contact each of the cities within the County to see if any other City is interested in joining, without going through the County for funds. After that the WHT will go out for new proposals. There was discussion on the costs associated with moving forward without the County. If it is decided to move forward without the County, it will then come back to the EDA and the City Council for approval.

Director Kreft provided an update on 2017 EDA goals. One of this year's goals was to work with a local Manufacturing Company on hosting a Manufacture's week luncheon or breakfast in October. Scott Equipment was initially mentioned to host it, but there have been no discussions with Scott Equipment at this point.

Motion by Kloeckl and seconded by Rose and passed by unanimous vote to have Director Kreft reach out to Scott Equipment about hosting a Manufacturer's Week in October.

Discussion was had on the status of the former Technical Services Admin building. Director Kreft explained there was no new information at this time.

Director Kreft explained the Southern Minnesota Initiative Foundation (SMIF) Small Towns Grant. Kreft explained that the grant is open to cities with a population of 5,000 people or less and it is for an amount of up to \$10,000, but requires a 25% match of in-kind donations or cash. Kreft reached out to SMIF to see if a redevelopment of the Cemstone area would fit as a qualified project, and SMIF agreed that that would be a positive project. Director Kreft's idea would be to use that grant money for redevelopment scenarios for the downtown Cemstone property. This would align with one of Mayor Nagel's 2017 goals - brainstorm ideas for the soon to be vacant Cemstone property. The grant application deadline is August 31st. The Arlington Chamber at their last meeting had also discussed this grant and recommend that the City do a Jump-Start program in conjunction with the SMIF grant. This Jump-Start program is similar to a program the City of Hutchinson has done in the past. The program is designed to provide funds for a new business that wanted to start-up in the downtown business district. The Chamber is wanting to work with the City on this project. The Chamber would like to open this Jump-Start program to all downtown businesses'. Director Kreft will check with City Staff to see if there are funds available to move forward with the Jump- Start program.

Motion by Kloeckl, seconded by Thomes, and passed by a unanimous vote to support the SMIF grant application for redevelopment scenarios for the former Cemstone property.

Motion by Kloeckl, seconded by Hatlestad, and passed by unanimous vote to work with the Arlington Chamber to start a Jump-Start program for downtown Arlington Businesses.

No board announcements.

Motion by Hatlestad, seconded by Kloeckl, and passed by unanimous vote to adjourn the meeting at 6:05 p.m.

EDA Director Holly Kreft

EDA President Dean Bergersen