

**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
MONDAY, MAY 8, 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. April 10, 2017
5. Approval of Financial Reports.
 - A. April 2017
6. Old Business.
 - A. Update on Former TSE Building
 - B. Update on Former Seneca Building
 - C. Workforce Housing Team Update
 - D. 2017 EDA Goals
7. New Business.
 - A. Roles of EDA Commissioners
8. Board Announcements.
9. Adjourn

<p>A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING. NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING</p>

**ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
MAY 8, 2017 @ 5:30 P.M.**

The meeting was called to order by Vice-President Tom Hatlestad at 5:30 p.m.

Members Present: Angelica Rose, Larry Sorenson, Richard Thomes, Councilmember Tom Hatlestad, and Councilmember Michelle Battcher.

Member Absent: Tim Kloeckl and President Dean Bergersen.

Also Present: Director Holly Kreft, City Administrator Liza Donabauer, and Kurt Menk.

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

Motion by Thomes, seconded by Sorenson, and passed by unanimous vote to approve the minutes from the April 10, 2017 meeting as presented.

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

Director Kreft provided an update on the status of the former TSE building. The building was open during the Chamber's "Spring into Arlington" event on April 27th. Approximately 12-15 people toured the building. Staff also contacted the previously stated interested party (IT Company) to see if they are still interested in purchasing the building. According to Director Kreft, he is still very interested in the property, but is in a contract preventing him from committing at this time. Within the next couple of months the EDA should hear from him on his intention for the building.

Director Kreft provided an update on the status of the Industrial Park/Seneca. Dave Siwek, the potential buyer of the old Seneca building, did close on the property on April 28th. Director Kreft, City Administrator Donabauer, and Mayor Nagel met with Dave Siwek, of Siweck Lumber, on Monday, May 1st to discuss his plans for the building. They toured the buildings with Dave, his realtor, and Mike Stumm, former Seneca employee. Mr. Siwek has an interested party for one of the buildings and property. Director Kreft and Administrator Donabauer have previously met with this business owner and his business would potentially create approximately 15-20 jobs. At this point neither party is asking for any tax increment financing or financial incentives from the City. There was discussion on the access needed for the future City Industrial Park. Director Kreft noted that there is only one set of restrooms for the building and Mr. Siwek may request additional water and sewer connections for additional restrooms. Administrator Donabauer has been very clear in that the City is only interested in purchasing the road and not necessarily interested in any additional acreage.

Director Kreft provided an update on the ad hoc Sibley County Workforce Housing Team, there was a meeting earlier in the day. They had received 3 proposals for the County-wide Comprehensive Housing Study. One of the proposals was from an out of state company, the other two bids were from Minnesota companies, who both have completed housing studies in the area. It was initially decided to not use the out of state company. There was a large difference in price between the other two companies, one company bid \$32,000.00 and the other bid was about \$17,000.00. The committee recommended to go with the low bidder, Maxfield Research, with the \$17,000.00 proposal. Their recommendation will be brought to the County board on May 23rd. The County board will want to know how this study will be funded. The Workforce Housing team has recommended that the cost will be split between the County

and the Cities but with the three larger communities, Arlington, Gaylord and Winthrop, paying a little more. After the County board meeting, there will be more information as to how they would like to proceed. The housing study will lay out the county as a whole, along with each City having their individual results to use as they see fit.

Director Kreft provided an update on the 2017 EDA goals. As discussed at the last meeting, the City and Chamber have moved forward with the business spotlights in the Arlington Enterprise. EDA needs to work on the Industrial Park access, which will be moving forward as more discussions are had with Dave Siwek. Director Kreft has reached out to Cemstone in wanting to move forward with finding something to fill the old Cemstone lot. Kreft has had a hard time with this, as Cemstone is not very communicative. There is no new progress with Cemstone at this point. The City Council did approve the Residential Rehabilitation Program Policy, Director Kreft has received one phone call in regards to this.

Administrator Donabauer asked that Director Kreft create a policy on the roles of the EDA Commissioners. Director Kreft gave a review of the purpose, powers and expectations of the EDA commissioners.

Motion by Thomes, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 5:44 p.m.

EDA Director Holly Kreft

EDA Vice- President Tom Hatlestad