



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
MONDAY, MARCH 9 @ 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. February 10, 2020
5. Approval of Financial Reports
 - A. January 2020
 - B. February 2020
6. New Business
 - A. Approve/Deny Resolution No. 04-2020 Approving a Loan from the EDA RLF to Craig and Linnea Bullert
 - B. City fee comparison/incentives
7. Old Business
 - A. Proposal to purchase parcel 31.0874.000 (former Nickel property) from Tony's Outdoor Services
 - B. Marketing ideas
 - C. Update on Hemp Heaven
 - D. One Million Cups – October 14, 2020
8. Planning and Zoning update – Michael Kedrowski
9. EDA Director update on businesses and housing
10. Director and Board Comments
11. Adjourn



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
MONDAY, FEBRUARY 10 @ 5:30 P.M.
Arlington Community Center - Council Chambers**

1. Call to Order
The EDA meeting was called to order at 5:30 pm with Vice President Tom Hatlestad presiding.
Members present: Kurt Menk, Larry Sorenson, Tom Hatlestad, Laura Gilman, Tim Kloeckl, Howard Brinkman
Members absent: Dean Bergersen
Staff present: Amy Newsom, EDA Director
Also present: Tony Hoff, Levi Allen Michael Kedrowski, Mayor Rich Nagel
2. Pledge of Allegiance
3. Approval of Agenda
Motion by Kloeckl to approve the agenda, second by Gilman. Motion carried 6-0.
4. Approval of Minutes
 - A. January 13, 2020
Motion by Sorenson to approve the January 13, 2020 minutes, second by Kloeckl. Motion carried 6-0.
5. Approval of Financial Reports
 - A. December 2019
 - ~~B. January 2020~~
Newsom explained the 2019 budget was off due to the EDA account used as a passthrough for Choose Arlington's \$20,000 SMIF grant and funds being received for marketing Hometown America in 2018, but the invoice being paid in 2019.
Motion by Kloeckl to approve the December 2019 Financial Report, second by Gilman. Motion carried 6-0.
6. New Business
 - A. Proposal to purchase parcel 31.0874.000 (former Nickel property)
Tony Hoff, owner of Tony's Outdoor Services, Henderson expressed an interest in purchasing the former Nickel property for his business. He would have 5 FT employees with the office staff being on location. Hoff reported that he is on the State's Master list and does work for the DNR and Sibley County. He plans to build a 50' by 80' building and is interested in the entire property. EDA Board requested that Hoff bring a formal written proposal to purchase the land to the next EDA meeting on March 9.
 - B. Approve/Deny Resolution No. 02-2020 forgiving the Façade Improvement Loan to R&R Auto
Resolution 02-2020 was introduced by Kloeckl to forgive the \$2,500 Façade Improvement loan to R&R Auto, second by Sorenson. EDA members Menk,

Sorenson, Hatlestad, Gilman, Kloeckl, and Brinkman voted in favor. EDA member Bergersen was absent. Motion carried 6-0.

- C. Approve/Deny Resolution No. 03-2020 approving a sign loan to Andrew Fredin for sign at 102 West Main Street

Resolution 03-2020 was introduced by Koeckl to approve a sign loan to Andrew Fredin in the amount of \$168.90 for his business at 102 West Main Street, second by Brinkman. EDA members Menk, Sorenson, Hatlestad, Gilman, Kloeckl and Brinkman voted in favor. EDA members Bergersen was absent. Motion carried 6-0.

- D. Marketing ideas

Councilmember Gilman provided some examples to market Arlington has a place of opportunity like original homesteaders. EDA liked the idea and will need to look for someone to create ads and a marketing campaign.

7. Old Business

- A. Update on Hemp Heaven

Newsom reported that owner closed with Attorney Arneson on Friday, February 7. The City still needs site plans from the owner.

- B. One Million Cups – October 14, 2020

8. Planning and Zoning update

Planning and Zoning Administrator Michael Kedrowski provided updates to the EDA on various projects happening with the Planning and Zoning Commission.

- i. Chef Craig's – public hearing scheduled for March 5
- ii. Code Enforcement parking and yards – Police Chief looking for clarification on this ordinance.
- iii. Nickel property zoning – If Hoff purchases this parcel it will need to be rezoned to I-1 for his business.
- iv. Northland Drying – planning an expansion will be adding an new drying and requesting an Interim Use Permit for a 30,000 gallon propane tank. Public hearing scheduled for March 5.
- v. Scott Equipment – expansion is moving forward. P&Z has no concerns with their proposed expansion.

9. EDA Director update on businesses and housing

Newsom reported that the sale also closed on QuickShop on February 3. She reported that she received other inquires about the Nickel property including inquires from Brett Allen and Fredin Construction.

Newsom also mentioned that Chamber President Matt Nelson would like to work with the EDA to bring a new pharmacist to town and asked if someone from the EDA would like to serve on a Chamber committee to bring in a new pharmacist. Tim Kloeckl volunteered to be on the Chamber committee.

EDA member Menk would like to see work continue on a future industrial park. He reiterated that if the Nickel property is sold the City has no other land to sell.

10. Director and Board Comments

- i. LMC upcoming training opportunities – Newsom provided the EDA Board with upcoming training opportunities offered by the League of Minnesota Cities.

11. Adjourn

Motion by Menk, second by Kloeckl to adjourn the meeting at 7:06 pm. Motion carried.

EDA Vice President Tom Hatlestad

EDA Director Amy Newsom

Unapproved



ECONOMIC DEVELOPMENT AUTHORITY

_____ introduced the following resolution and moved for its adoption:

EDA RESOLUTION NO. 04-2020

A RESOLUTION APPROVING A LOAN FROM THE ARLINGTON REVOLVING LOAN FUND FOR CRAIG AND LINNEA BULLERT AND DIRECTING PREPARATION OF LOAN DOCUMENTS RELATING THERETO.

WHEREAS, Craig and Linnea Bullert have applied for assistance available through the EDA; and,
WHEREAS, the Bullerts have requested a \$60,000.00 loan from the Revolving Loan Fund; and,
WHEREAS, the purpose of the loans is to allow for the opening of "A-Town Tavern" at 600 Sheila Dr.; and,
WHEREAS, the EDA has reviewed the loan application to determine compliance with loan policies and procedures; and,
WHEREAS, the EDA recognizes the value of business expansion and the history of business owners within the City of Arlington; and,
NOW, THEREFORE, BE IT RESOLVED, that the Arlington Economic Development Authority hereby approves a loan from the Revolving Loan Fund in the amount of \$60,000.00 for a term of 10 years at a rate of 4.75%.
BE IT FURTHER RESOLVED, that the EDA Director is hereby authorized and directed to have loan documents prepared and executed.

The motion for the adoption of the foregoing resolution was duly seconded by _____
and, upon polling being taken thereon, the following voted in favor thereof: _____
_____ ; and the following voted against the same: _____
_____ ; and the following abstained from voting: _____
_____ ; and the following were absent: _____

Adopted by the Economic Development Authority of the City of Arlington this the 9th day of March, 2020.

Signed,

Dean Bergersen

EDA President

Attest,

Amy Newsom

EDA Director



Tony's Outdoor Services
PO Box 275
Henderson, MN 56044
612-328-3860
tony@tonysoutdoorservices.com

Arlington EDA
204 Shamrock Dr,
Arlington, MN 55307

Dear Arlington EDA,

It is with deep respect that I submit this proposal to the Arlington MN EDA. I would like to purchase the entire Nickel property. My intention is to have 5 fulltime employees working for my company. I will pay the city of Arlington 10,000 dollars for the property.

Tony's outdoor service is an excavation and contracting company. We do a lot of work for Sibley county ditches. Our services include washout repair, tree removal and invasive species control to name a few. We do a lot of conservation work for the D.N.R. including wetland restoration, tree and brush removal and invasive species control. I have a vast background in a lot of different projects. My company does anything from digging basements, sewer and water and all the way up to large scale commercial buildings.

My intent is to put up a 60x80 pole shed that would have 18-foot side walls. The entrance for the shop would be facing the east and the front of the building would face County Rd 9.

Sibley County contractors will be given the opportunity to bid on the building.

I am very excited about the opportunity to move my business to Arlington and look forward to your consideration.

Sincerely,

Tony Hoff
President of Tony's Outdoor Services

Home Value= \$150,000

City	LeSueur	Jordan	Belle Plaine	Henderson	St. Peter	North Mankato	New Prague	Montgomery	Cleveland	Le Center	Eagle Lake
Adopted Fee Schedule	1994	1997	1997 + 10%	1997	1997*	2012*	1997	1997	1994	1997	1994
Building Permit Fees											
Permit Fee	\$1,137.25	\$1,273.75	\$1,404.20	\$1,275.00	\$1,085.40	\$1,401.13	\$1,273.75	\$1,229.00	\$1,137.25	\$1,273.75	\$1,137.25
Plan Check Fee	\$739.21	\$827.94	\$910.78	\$670.00	\$379.89	\$50.00	\$827.94	\$799.00	\$739.20	\$827.94	\$739.21
State Surcharge	\$75.00	\$75.00	\$75.00	\$55.00	\$75.00	\$75.00	\$75.00	\$71.00	\$75.00	\$75.00	\$75.00
Total Building Permit Fees*	\$1,951.46	\$2,176.69	\$2,389.98	\$2,000.00	\$1,540.29	\$1,526.13	\$2,176.69	\$2,099.00	\$1,951.45	\$2,176.69	\$1,951.46

* Plus Plumbing and Mechanical Fees

City Fees

Water (Connection/WAC/Trunk)	\$3,000.00	\$3,699.76	\$4,040.00	\$1,500.00	\$1,800.00	N/A	\$1,800.00	\$3,000.00	\$2,000.00	\$1,000.00	\$500.00
Sewer (Connection/SAC/Trunk)	\$3,000.00	\$5,160.01	\$5,090.00	\$1,500.00	\$1,500.00	N/A**	\$7,150.00	\$4,000.00	\$500.00	\$1,500.00	\$400.00
Water Meter	\$193.50	\$365.00	\$150.00	\$500.00		\$85.00	\$295.00	\$410.00	\$75.00		\$468.96
Storm Sewer		\$1,896.70									
Park Dedication	\$200.00						\$375.00				
Other Fees:											
Electric	\$1,500.00				\$500.00						
Excavation Fee					\$75.00						
Tracer Wire Curb Box			\$30.00								
Administrative Fee											\$15.00
Treatment Plant Fee				\$2,500.00							
Total City/Other Fees	\$7,893.50	\$11,121.47	\$9,310.00	\$6,000.00	\$3,875.00	\$85.00	\$9,620.00	\$7,410.00	\$2,575.00	\$2,500.00	\$1,383.96
Fee Reductions/Waivers				(\$8,000.00)				(\$3,500.00)		(\$2,500.00)	
TOTAL PERMIT FEE	\$9,844.96	\$13,298.16	\$11,699.98	\$0.00	\$5,415.29	\$1,611.13	\$11,796.69	\$6,009.00	\$4,526.45	\$2,176.69	\$3,335.42

Tax Rate Information

City Tax Rate	76%	64%	89%	127%	46%	54%	65%	119%	75%	86%	43%
County	Le Sueur	Scott	Scott	Sibley	Nicollet	Nicollet	Scott/Le Sueur	Le Sueur	Le Sueur	Le Sueur	Blue Earth
Tax Rate	46%	36%	36%	40%	49%	49%	49%	46%	46%	46%	37%
School District	LS-H	Jordan	Belle Plaine	LS-H	St. Peter	Mankato	New Prague	Tri-City United	Cleveland	Tri-City United	Mankato
Tax Rate	21%	34%	37%	21%	17%	22%	31%	44%	8%	27%	22%

Building Incentives? (Y/N)

No	No	Yes	Yes	No	No	No	Yes	No	Yes	No
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Additional information on incentive programs provided in more detail below:

*Plan Review Fee set at 35% of permit fee, instead of 65%

*Plan Review Fee of 65% charged only on 3+ units and Comm/Ind

**Will be adding \$500 SAC fee

City:

Belle Plaine

Incentive:

Down Payment Assistance Grant, up to \$2,000, on homes constructed after 2012, utilizing at least one local contractor (Program is allocated \$10,000/year by the HRA)

Henderson

City has waived ALL fees for permits issued the last 4 years. In 2016 this policy will be reviewed on a case-by-case basis
Obtained ownership of a 23-lot subdivision through tax forfeiture, and has sold lots for under \$1,000

Montgomery

The WAC and SAC fees were reduced by Council by 50% until 2016 for existing subdivisions to encourage development.

Le Center

EDA currently pays full \$2,500 for WAC/SAC

City	LeSueur	Jordan	Belle Plaine	Henderson	St. Peter	North Mankato	New Prague	Montgomery	Cleveland	Le Center	Eagle Lake
2014 Permit Activity	3	28	12		19	32	30	2	0	2	
2015 Permit Activity	2	12	15	13 (2014-present)	10	30	15	6	0	2	
Vacant SF Lot Inventory*	50	100		55		100	233				80
Lot Price** (Range)	\$39,900 \$49,900	\$39,900 \$50,000	\$28,900 \$79,900	\$1,000 no data found	\$44,000 \$59,900	\$51,900 \$89,900	\$25,000 \$69,900	\$5,000 \$26,500	\$29,900 \$29,900	\$19,900 \$44,000	\$24,900 \$63,900
			Robert's Creek Preserve?		Drummer property?	7841sf lot @ 38,000		North Ridge Estates	EDA owns development		1 lot @ 29,900

*Estimate

**Info based on realtor.com and homes.com; and some specific development websites