



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
MAY 10 @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 12, 2021
5. Approval of Financial Reports
 - A. April 2021
6. New Business
7. Old Business
 - A. Hoff Project
 - B. Siwek Villas
 - C. Dog Park
 - D. Hemp Heaven
8. EDA Director update on businesses and housing
9. Planning and Zoning update – Philip Mangis III, Planning & Zoning Administrator
10. Director and Board Comments
11. Adjourn



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
APRIL 12 @5:30 P.M.
Arlington Community Center - Council Chambers**

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Meeting ID: 149 996 8067

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1. Call to Order – Meeting was called to order at 5:30 pm by Present Kurt Menk.
Present: Dean Bergersen, Larry Sorenson, Kurt Menk, Matt Scharpe, Tim Kloeckl, Howard Brinkman, Craig Buss
Absent: none
Staff Present: EDA Director Amy Newsom
Guests Present: Tony Hoff, Mayor Rich Nagel
2. Pledge of Allegiance – All stood for the Pledge of Allegiance.
Motion by Kloeckl to recess the regular meeting at 5:31 pm and go into the public hearing.
3. **Public Hearing on the Sale of Land Owned by the EDA** – Newsom reported that she received no comments from the public and there was no one in attendance at the public hearing. EDA Board members asked Hoff a few questions about the infrastructure and building layout. Motion by Scharpe to close the public hearing at 5:39 pm, second by Bergersen. Motion carried.

Motion by Kloeckl to reopen the regular EDA meeting at 5:39 pm, second by Sorenson.
Motion carried.

4. Approval of Agenda – Motion by Buss to approve the agenda, second by Brinkman. Motion carried.
5. Approval of Minutes
 - A. March 8, 2021- Motion by Bergersen to approve the March minutes with grammatical changes, second by Buss. Motion carried.
6. Approval of Financial Reports
 - A. February 2021
 - B. March 2021
Motion by Kloeckl to approve the February and March financial reports, second by Scharpe. Motion carried.
7. New Business
 - A. Approve/Deny Purchase Agreement with AJH Properties, LLC – Motion by Brinkman to approve the purchase agreement with AJH Properties, LLC, second by Scharpe. 6 in favor, none against, Sorenson abstained. Motion carried.
 - B. Approve/Deny Development Agreement with AJH Properties, LLC – Motion by Scharpe to approve the Development Agreement with the following change: replace the language under number 6 from “working primarily on the premises” to “based in the City of Arlington”, second by Brinkman. 6 voted in favor, none against, Sorenson abstained.
 - C. Approve/Deny allowing Bolton & Menk to move forward with BDPI application for AJH Properties, LLC -Newsom discussed Hoff’s request that the City apply for a BDPI grant to help bring infrastructure to his property. Newsom stated that she received a quote from Bolton and Menk in the amount of \$4,000. Newsom proposed that the grant pay half and Hoff pay half. If the grant is not received, Hoff will have to pay to put in the infrastructure but will start with only his building and put the rest of the infrastructure in as needed. Motion by Scharpe to move forward with Bolton and Menk to apply for a BDPI grant, second by Brinkman. Motion carried by a 6-1 vote. Sorenson voted against.
 - D. Discussion on Hemp Heaven - Newsom reported that she has reached out to Derrick Bushman several times that he needs to begin his project by October and have it substantially completed by the end of the year. Newsom voiced concern that she has not heard back from Bushman. EDA discussed other possible options for the sale of the land. Northland Drying proposed transferring the land to Northland if they put in a private road with easements. EDA was not open to this and felt they wanted to see buildings and jobs on the land. The Board discussed a few other options for the land. Newsom will follow-up on this land.

8. Old Business

- A. Dog Park – Newsom reported that they have received \$2,300 in donations for the dog park. Menk and Newsom will work with Tim Haggemiller to get a quote for the fencing cost. Newsom and Menk looked at Fairview Park and Four Seasons Park, but those parks had water issues, less parking, and less space.
- 9. Planning and Zoning update – Newsom provided a brief update on the number of building permits and the new home construction.
- 10. EDA Director update on businesses and housing – Newsom gave an update on the Siwek Villas and reported interest in other housing lots in town, as well as the Hennen land.
- 11. Director and Board Comments - Buss asked if there was a buyer for the liquor store yet. Newsom reported that there have been about 15 lookers, but no offer yet. Buss brought up the idea of having a municipal liquor store in town again. Newsom will add it to the Council agenda for discussion.
- 12. Adjourn – Motion by Bergersen to adjourn at 6:40 pm, second by Kloeckl.
Motion carried.

EDA Director Amy Newsom

EDA President Kurt Menk

ARLINGTON ECONOMIC DEVELOPMENT AUTHORITY

Financial Report

As of April 30, 2021

General Fund:

Econ. Develop. Dept.	Annual Budget	Expenses for April	YTD Exp. as of Apr. 30	Budget Balance	%
Other Pay (Per Diems)	1,250.00	0.00	0.00	1,250.00	0.0%
Wages & Benefits	25,545.00	1,967.91	8,104.14	17,440.86	31.7%
Prof. Services	0.00	0.00	0.00	0.00	0.0%
Legal	500.00	0.00	0.00	500.00	0.0%
Postage/Printing/Advertising	1,800.00	450.00	450.00	1,350.00	25.0%
Other/Office/Phone	1,525.00	0.00	682.15	842.85	44.7%
Reimbursible Exp.	0.00	0.00	0.00	0.00	0.0%
Econ. Dev. Dept. Total:	\$30,620.00	\$2,417.91	\$9,236.29	\$21,383.71	30.2%

Capital Equipment Fund #401

Capital Outlay - EDA	\$0.00	\$0.00	\$0.00	0.00
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EDA Fund #410

Beginning Balance	January 1, 2021	4,496.77
+ Interest		13.15
- WAC/SAC Waivers		0.00
Ending Balance	April 30, 2021	\$4,509.92

Special EDA Funds #204

	<u>Allocation</u>	<u>Loans Outstanding</u>	<u>Balance</u>	<u>YTD Loan Interest Received</u>	<u>YTD Fund Interest Earned</u>	<u>Actual Fund Balance</u>
RRR Loan & Subsidy (See below)	\$154,518.46	\$40,000.00	\$114,518.46	0.00	\$332.88	\$114,851.34
Facade & Sign Imp.Loans (See below)	\$23,888.96	\$3,747.22	\$20,141.74	0.00	\$60.20	\$20,201.94
Child Care Loans (See below)	\$3,220.22	\$0.00	\$3,220.22	0.00	\$9.35	\$3,229.57
Property Development Fund	\$4,057.63		\$13,882.63	0.00	\$24.10	\$13,906.73
+ Land Rent	\$0.00					
+ Land sale	\$10,000.00					
- Land Refund	\$0.00					
- Professional Services	-\$175.00					
- Property Taxes	\$0.00					
- Land advertising	\$0.00					
Totals:	\$185,685.27	\$43,747.22	\$151,763.05	\$0.00	\$426.53	\$152,189.58

Revolving Loan Fund #205

(see detail below)	\$174,271.37	\$70,925.22	\$103,346.15	\$1,161.58	\$296.03	\$104,803.76
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Individual Loan Detail

	<u>Original Loan Amount</u>	<u>Outstanding Principal Amount</u>
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#204 Special EDA Funds Detail

R-R-R Loan Program:

\$0.00	\$0.00
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Business Subsidy

Scott Equipment Co.		\$40,000.00	\$40,000.00
Forgivable after 5 years	Mar-20		
\$40,000.00		\$40,000.00	

Facade Improvements:

\$0.00	\$0.00
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Sign Loan Program:

Fredin Construction		\$150.22	\$150.22
Forgivable after 3 years	May-20		
Arlington Animal Clinic		\$1,000.00	\$1,000.00
Forgivable after 3 years	Jun-20		
Lindsay Sjostrom		\$837.50	\$837.50
Forgivable after 3 years	Jul-20		
Hip Hop Shop (Allison)		\$405.00	\$405.00
Forgivable after 3 years	Jan-21		
Who's On 1st (Hartman)		\$354.50	\$354.50
Forgivable after 3 years	Jan-21		
Grand K, LLC		\$1,000.00	\$1,000.00
Forgivable after 3 years	Apr-21		
\$3,747.22		\$3,747.22	

Child Care Providers:

\$0.00	\$0.00
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#205 Revolving Loan Fund Detail

Arlington Auto & Farm Supply		\$40,000.00	\$14,505.85
5%-15 Years	Jul-10		
Bullert Hospitality Group		\$60,000.00	\$56,419.37
4.75 %-10 Years	Apr-20		

TOTAL	\$100,000.00	\$70,925.22
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