

# CITY OF COTTAGE GROVE

## ECONOMIC DEVELOPMENT AUTHORITY

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### MINUTES January 12, 2010

Pursuant to due call and notice thereof, a regular meeting of the Economic Development Authority was held at Cottage Grove City Hall, 7516 80<sup>th</sup> St. S., Cottage Grove, Minnesota 55016 on the 12th day of January 2010.

#### CALL TO ORDER

The meeting was called to order at 7:30 a.m. by EDA President Bailey.

#### ROLL CALL

- Members Present:** Myron Bailey, EDA President  
Tony Jurgens, EDA Member  
Justin Olsen, EDA Vice President  
Craig Patterson, EDA Member  
Paul Poncin, EDA Secretary/Treasurer  
Richard Remackel, EDA Member
- Members Absent:** Chris Reese, EDA Member
- Staff Present:** Howard Blin, Community Development Director  
Robin Roland, Finance Director  
Ryan Schroeder, EDA Executive Director  
Ken Smith, Communications Coordinator  
Jesse Swenson, Economic Development Coordinator
- Others Present:** Jon Avise, South Washington County Bulletin

#### APPROVAL OF MINUTES

A motion was made by EDA Secretary/Treasurer Poncin to approve the December 8, 2009 Economic Development Authority minutes. Seconded by EDA Vice President Olsen, all present in favor.

#### ELECTION OF OFFICERS

A motion was made by EDA Vice President Olsen to make no changes to the officer positions from 2009 to 2010 except to add Finance Director Robin Roland as the Assistant Treasurer. Seconded by EDA Secretary/Treasurer Poncin, all present in favor.

Finance Director Roland introduced and gave a brief background on herself to the EDA members.

### **DEVELOPMENT UPDATE / BR&E UPDATE / BUSINESS LEADS**

EDA Executive Director Schroeder gave the EDA a development update. 66 new home building permits were issued in 2009. Total permit value was over \$42 million. Staff has been in contact with the Park Grove Library, which is on the docket for a future relocation in 2016 or 2017. The library would most likely increase from 19,000 square feet to approximately 25,000-30,000 square feet. The location of the Library has not yet been identified. Staff has also touched based with US Bank to determine if any plans have been made for facility improvements, and at this time there are no future plans for improvements. EDA Executive Director Schroeder also shared the business leads that have occurred over the past month. EDA President Bailey asked that staff look back at the list of 2009 leads and determine which should be followed-up with again. The Home Depot site will have its auction this month. EDA Vice President Olsen asked staff if the City has ever purchased property like this before. EDA Executive Director Schroeder indicated that the City did something similar when Kohl's came into town, but in that instance the City had the end-user on hand and in the Home Depot situation the City does not have an end-user. EDA Secretary/Treasurer Poncin asked how many residential lots are currently available and Community Development Director Blin indicated that there are 120 lots (2 year supply).

### **NORRIS SQUARE/MARKETPLACE DEVELOPMENT/MAG**

The current development agreement between the City and PHM/PHS for the Norris Square Marketplace (6.5 acres) has been in default due to the lack of build out of the commercial portion of the project. Staff proposes that the EDA amend the current MAG as it relates to taxable market values for pay 2011. A motion was made by EDA Secretary/Treasurer Poncin to amend PHM/PHS minimum assessment agreement to (18.027.21.12.0094): \$14,127,300, (18.027.21.11.0049): \$1,620,400, and (18.027.21.11.0050): \$562,300. Seconded by EDA President Bailey, all present in favor.

### **COMMERCIAL REDEVELOPMENT RFP**

Community Development Director Blin presented a draft RFP for the Cottage View and Langdon Village sites. The RFP does not offer incentives although there is the potential of \$34 million in road improvements. Once the RFP has been sent out, groups will have 6 to 8 weeks to complete and return the RFP to City staff. EDA President Bailey asked that both local and national groups be contacted when the RFP is published. EDA Member Jurgens asked that staff look into adding something to the RFP requirements regarding the historical uniqueness of

each site. A motion was made by EDA Secretary/Treasurer Poncin to approve the RFP with both the Cottage View and Langdon Villages sites. Seconded by EDA Member Remackel, all present in favor.

### **LOCKRIDGE GRINDAL AGREEMENT UPDATE**

EDA Executive Director Schroeder informed the EDA that the 2009 agreement with Lockridge Grindal expired at the end of 2009 and asked whether or not the EDA should consider keeping Lockridge Grindal on retainer for 2010. EDA Vice President Olsen asked what EDA President Bailey's opinion was on the matter. EDA President Bailey indicated that he felt the agreement was worthwhile to have in 2009, but that it was not necessary to continue in 2010 except that the relationship between the City and Lockridge Grindal should continue. A motion was made by EDA Vice President Olsen to not enter into a 2010 agreement with Lockridge Grindal. Seconded by EDA Member Jurgens, all present in favor.

### **CONCEPT GRADING PLAN FOR COLDWELL BANKER SITE**

The EDA was presented an information only piece with cost estimates to grade the site of the former Coldwell Banker Realty Office located off to 80<sup>th</sup> Street and Hardwood Court. No redevelopment activities are proposed at this time.

### **HOLIDAY BANNERS**

Staff prepared a comparison of costs for holiday decorations to hang during the holiday season on street lights in the retail areas of town (Jamaica Ave and East Point Douglas, 80<sup>th</sup> Street and East Point Douglas, and the intersection by Rainbow Foods/Super America). This would be a budget expense that could possibly be partially funded by the EDA and business community via the Chamber of Commerce. EDA Vice President Olsen asked that for next month's meeting staff should contact other communities to see how they purchased their holiday decorations. Also for the February meeting staff will return with the total cost for every pole (both metal and concrete) and also present non-lit decoration options. EDA members agreed that the candy cane and/or wreath (both with LED lights) should be the options to purchase.

### **MAY 2010 ICSC RECON EVENT & RIVER OAKS COUPONS**

Staff has registered for the May 2010 RECON event in Las Vegas, NV. EDA President Bailey, EDA Executive Director Schroeder, and Community Development Director Blin will be attending. It has been determined that the EDA will not purchase a booth for the event and will instead focus on scheduling appointments with attendees. EDA Vice President Olsen asked why the EDA was sending three people instead of four people, since four people attending was approved by the EDA at the November 2009 meeting. A motion was made by EDA Member Jurgens to approve the attendance of four people at the event. Seconded by EDA Secretary/Treasurer Poncin, all present in favor. The EDA recommended that EDA Vice President Olsen be the fourth person to attend the conference.

Staff also presented a new River Oaks coupon that will be distributed by City Officials at events like the ICSC conferences.

### **COMMUNITY CENTER TASK FORCE UPDATE**

Community Development Director Blin gave an update on the Community Center Task force which has been meeting since April 2009. The group has ranked facility programs, toured other community centers, and has made a list of potential sites throughout Cottage Grove. The next step will be a market study for the preliminary program that will analyze the demographics of the market area and evaluate existing facilities in the area.

### **7<sup>TH</sup> ANNUAL BUSINESS SHOWCASE**

EDA Vice President Olsen moved to sponsor the Chamber's March 25<sup>th</sup> business showcase at the \$275 level. Seconded by EDA Secretary/Treasurer Poncin, all present in favor.

### **CALENDAR**

The EDA members were reminded of upcoming meetings and events.

### **MISCELLANEOUS BUSINESS ITEMS**

EDA Vice President Olsen asked that River Oaks staff look into the option of cross country skiing at the course during the winter months. He also noted that he has received many positive comments from community members regarding the new sheet of ice at the ice arena.

EDA President Bailey noted that the City Council will be attending a strategic planning retreat on January 23<sup>rd</sup>.

### **ADJOURN**

EDA Vice President Olsen moved to adjourn the meeting. Seconded by EDA Member Remackel, all present in favor. The meeting adjourned at 9:36 AM.

Respectfully Submitted,  
Jesse Swenson  
Economic Development Coordinator