

MEDFORD ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting Minutes

January 17, 2007 Meeting

The meeting was called to order at 6:00 p.m. Members present were Michael Corbin, Brenda DeMars, Andy Cowell, and Dan Bonneur. No members of the public were present.

The winners for the second “Shop Medford” program were drawn. They are:

1. \$600.00 – Ms. Janice Helgerson
2. \$400.00 – Ms. Michelle Boeck
3. \$250.00 – Ms. Dawn Boettcher

Congratulations to all the winners. The EDA is strongly considering undertaking the promotional program again in the fall/winter 2007.

Officers were elected. They are as follows:

1. President – Michael Corbin
2. Secretary – Brenda DeMars
3. Treasurer – Andy Colwell

The owners of the “strawberry field” property near the roundabout contacted the EDA. They inquired as to the availability of any funds from the EDA to assist in the construction of commercial space along the County Road 12 lot. They were informed that they would be required to present a proposal at an EDA meeting before it could be considered, and they were specifically invited to the 1/17/07 meeting. They did not attend, and no further contact has been received. The property owners stated that they were conceiving of a privately held office-type commercial building, not the purely commercial space originally proposed.

Discussion was held concerning plans for 2007.

The EDA requires the appointment of three (3) new members to fill-out its roster.

The meeting adjourned at 6:55 p.m.

The next regular EDA meeting will be March 21, 2007 at 6:00 p.m.

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Regular Meeting Minutes

March 21, 2007 Meeting

The meeting was called to order at 6:00 p.m. Members present were Michael Corbin, Brenda DeMars, Andy Colwell, Gene Luedke, and Dan Bonneur. Pat Merritt was also present.

Discussion of the trailer court was held. The EDA considered the preliminary proposal of Niles-Wiese, who did not attend the meeting, along with other issues, including the costs incurred by the city to date, relocation costs, and other issues. The EDA recommends to the city council that the trailer court property be re-appraised and placed up for immediate sale via sealed bid. The bid requirements should include a minimum bid of at least the amount of the appraisal (the old appraisal had the amount at \$125,000) and be conditioned upon the purchaser having to wait for clear title to facilitate the removal of the remaining tenants and trailers. The EDA also recommends that the property be rezoned as commercial property rather than its current industrial designation.

Discussion of the potential development on the western frontage road south of FWP was also held. The EDA's preliminary opinion is that the development initial proposal is positive, but there are several significant issues to be resolved. Specifically, the EDA does not believe that the city council should authorize any money for utility or infrastructure improvements to the development due to the fact that the potential purchase price of the land is approximately $\frac{1}{4}$ the cost of similar land in Owatonna, based upon square footage. Additionally, the EDA is concerned about the suitability of the roundabout for potential traffic and would like to see the County Road 12 extension put in to facilitate easy entry into the site via 32nd St. Annexation and right-of-way for utilities, along with potential costs to existing land owners, are also significant issues.

Discussion was had concerning the request by Our Homes South for an additional \$10,000 loan from the EDA to facilitate the expansion and improvement of the building immediately south of the OHS office on Main St. The EDA recommends that the council approve an additional \$10,000 loan to OHS at the same rate and terms as the existing loan via extending the repayment schedule to accommodate the new funds. OHS is to be commended for making all its required payments for its existing loan on time, and the EDA has enjoyed working with them.

Discussion was had concerning the potential for citywide wireless Internet access for all citizens and businesses. No decision was reached at this time.

Andy Colwell will be initiating work on the "Shop Medford" program for 2007.

The meeting adjourned at 7:05 p.m.

The next regular EDA meeting will be May 16, 2007 at 6:00 p.m.

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Regular Meeting Minutes

May 16, 2007 Meeting

The meeting was called to order at 6:10 p.m. Members present were Michael Corbin, Brenda DeMars, Andy Colwell, and Gene Luedke.

EDA member Dan Bonneur has submitted his resignation from the EDA. He is thanked for his service. The EDA now requires the appointment of three (3) new members to fill its roster. The EDA requests that the mayor make these appointments as soon as possible.

SCI Recycling appeared to make an initial presentation to the EDA concerning the development of the land directly north of the quarry along the eastern side of County Road 45. It is their desire to open and operate a heavy metal recycling/shredding facility on the land, utilizing the present Nycore building (they explained that the Redmans are evicting Nycore from their facility for non-payment). SCI presently has facilities in Anoka, Rochester, and Mason City, Iowa. This new facility would be approximately 20 acres with a construction cost of approximately \$4 million dollars and 25-50 full-time employees earning between \$18-25/hour. SCI is not seeking annexation into Medford's city limits. The facility would seek a spur line for the DM&E railroad to service their site. It would operate approximately 12 hours per day and generated 30-50 truck loads a day of scrap metal going into and out of the site. The EDA took no position on their presentation, but they were informed about the concerns the city would have over such a large volume of truck traffic adding to the issues coming from the quarry traffic. As they are not seeking annexation, there is not much the city can do to prevent this operation, but SCI appeared to be willing to work with the city in order to maintain good relations.

Updates were given to the EDA concerning the Ritchie Bros. development and the trailer court. Discussion was also had on new ideas for the "Shop Medford" program.

The meeting adjourned at 6:40 p.m.

The next regular EDA meeting will be July 18, 2007 at 6:00 p.m.

MEDFORD ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting Minutes

July 18, 2007 Meeting

Members present were Michael Corbin and Gene Luedke. Also present was Tony Durand from the KC Hall. As there was not a quorum, no official meeting was held.

MEDFORD ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting Minutes
August 16, 2007 Special Meeting

Members present were Michael Corbin, Gene Luedke, Brenda DeMars, and Andy Colwell. Also present was Tony Durand from the KC Hall.

The KC Hall has made a request for an EDA loan in the amount of \$18,989.20 to pay for repairs to the facility's roof. They presented the EDA with an estimate from a contractor to verify this amount. Discussion concerning the request was had, and a concern was raised that EDA funds are typically not utilized to pay for an expense that is purely a repair – funds are typically used for capital improvements, equipment purchase, construction of new facilities, etc. It was the consensus of the EDA that the KC Hall represents a valuable asset that brings business into the city and that this concern should be outweighed by that value.

Motion by DeMars, second by Luedke, to recommend the issuance of a loan to the KC Hall from EDA funds in the amount of \$18,989.20 subject to the following conditions:

1. Loan would be a 10 year payout at an interest rate of 3%, compounded per year;
2. City would obtain a perfected, valid lien against the property (KC Hall stated there are no present liens), and;
3. Any additional costs, including document filing fees, attorney's fees, etc. would be added to the loan.

MEDFORD ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting Minutes
September 19, 2007 Meeting

The meeting was called to order at 6:00 p.m. Members present were Michael Corbin, Gene Luedke, Brenda DeMars, and Andy Cowell. No members of the general public were present.

The EDA discussed the proposed downtown redevelopment program. It is the consensus of the EDA that the city proceeds with the following plan of action:

1. Make a formal resolution to Steele County seeking the expenditure of their state highway aid funds as soon as possible to engage in a multi-phase reconstruction effort on Central and Main.
2. Coordinate with Steele County to perform a sidewalk and streetlight replacement program to coincide with the street replacement.
3. This redevelopment would cover only basic infrastructure improvements and not undertake a “design theme” or other mandatory aesthetic program.
4. Have the city put into place a formal ordinance plan for the assessment of at least 40% of the total cost for the redevelopment to the affected property owners.

The EDA also discussed the “Shop Medford” program. It is proceeding according to plan. The winners from the first drawing period (ending October 15, 2007) will be chosen immediately prior to the regular city council meeting on October 22, 2007. Brenda will retrieve all entries from local businesses and distribute the new cards for the second prize period the week of October 15th.

The EDA was also informed of the city’s authorization to cut its membership to 5 members. One additional member is still needed to fill the EDA’s roster, and it requests an appointment from the mayor as soon as possible.

The meeting was adjourned at 6:28 p.m.