

Brownfield Redevelopment Authority
Minutes February 14, 2017
Smartzone Building

1. **Call to Order**

Chairman Welton called the meeting to order at 1:24 p.m.

2. **Roll Call**

Members Present:	Steve Glezen	Gwen Worley	Dan Dasho
	Dr. Rachael McCoy	Bob Mattson	Doug Welton

Members Absent:	Tom Veum	Jim Devaprasad	Kelley Bunker
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Staff Present:	Jeff Holt	Tracey Laitinen
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Also Present: David Pawley, City of SSM Finance Dept.

3. **No changes or Additions to the Agenda**

4. **Matters presented by the public**

No public present at this time.

5. **Approval of Minutes**

Moved by Dasho, supported by McCoy to approve the November 8, 2016 minutes. The motion carried unanimously.

6. **Approval of Financial Report**

Laitinen submitted the financial report ending January 31, 2017 for City Fund 242 with a balance of \$14,301. Projected revenue is approximately \$35,800 annually.

Pawley noted that there are only 4 active parcels capturing and 1 that is inactive, but capturing. Pawley also noted that since the City has a settlement with the County that there is less fluctuation with the budget.

The Weir project was briefly discussed noting that they did clean up the site but never improved the value.

Moved by Worley, supported by Dasho to approve the financial report as presented. The motion was carried unanimously.

7. **Approval of Bambi Reimbursement Agreement**

Laitinen noted that there was quite a bit of updating and thought put into this agreement since the last project was completed in 2010. City Finance, City Assessing, City Attorney, City Manager and the EDC worked hard to make the agreement clearer.

The agreement was discussed and the \$75,000 amount was previously approved. Essentially Mr. Atto will pay taxes in July 2017 and then receive reimbursement once his portion is paid on the property. Mr. Atto will be paid back twice a year per the agreement until 2029 or until we reach \$75,000 in reimbursements, whichever comes first.

Worley noted that it seemed there were delays. Permitting and sewer issues were referenced.

Moved by Worley, supported by McCoy to approve the Bambi reimbursement agreement as presented. The motion was carried unanimously.

Next steps are to have Mr. Atto sign the agreement and then get a copy to City Manager, City Finance and City Assessing.

8. Open Meetings Act & FOIA

Each board member received their packet at today's EDC board meeting. Holt noted that we want to make sure we are in compliance so an annual update is necessary.

9. Preliminary discussion of future goals

This item was pushed into the future to save time. Welton noted he will meet with Laitinen and Holt to discuss. Laitinen noted that we have another developer that wants to utilize this program and we need to implement a plan so we are more organized moving forward.

10. Other Matters

Holt updated the group on the Brownfield Coalition that EUP Regional Planning is working on. If the grant comes through the region would have \$600,000 in Brownfield funds to clean up sites as well as blight.

11. Next Steps – refer to item #9.

12. Adjournment

It was moved by Dasho, supported by Glezen to adjourn the meeting at 1:42 p.m. The motion was carried unanimously.



Dan Dasho, Secretary