

**MELROSE AREA DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, DECEMBER 12, 2019 – 6:00 A.M.**

AGENDA

1. Call to Order/Roll Call
2. Approval of Agenda
3. Approval of Minutes
4. Reports
 - a. Community Development Director Report
5. Action Items
 - a. Potential Land Purchase
6. Unfinished Business
 - a. Kraft Lot Update
 - b. Rock Arch Rapids / Dam / Bridge (RDB) Update
7. New Business
 - a. 2020 Meeting Schedule
 - b. 2019 Year in Review and Planning for 2020
8. Informational Items
9. Issues of MADA/COC Members and Staff
10. Adjournment

**MELROSE AREA DEVELOPMENT AUTHORITY/
COMMUNITY OPPORTUNITIES COMMITTEE
SPECIAL MEETING
THURSDAY, DECEMBER 12, 2019 – 6:00 A.M.**

A.I. #1 CALL TO ORDER/ROLL CALL

The Melrose Area Development Authority/Community Opportunities Committee (MADA/COC) met in a Special Meeting on Thursday, December 12, 2019 at 6:00 a.m. at the Melrose City Center pursuant to due notice being given thereof. Present were MADA Members Bob Mayers, Jerome Duevel, George Jensen, Travis Frieler, Mayor Joe Finken, City Administrator Colleen Winter, and Community Development Director Lisa Atkinson. MADA Member Don Brower was absent. President Mayers presided thereat.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Finken seconded by Mr. Frieler and unanimously carried to approve the agenda as amended moving Unfinished Business prior to Action Items.

A.I. #3 APPROVAL OF MINUTES

A motion was made by Mr. Duevel, seconded by Mr. Frieler and unanimously carried to approve the minutes from the August 8, 2019 Special Meeting

A.I. #4 REPORTS

Community Development Director Atkinson provided an update on this years' Planning and Zoning activities.

A.I. #5 ACTION ITEMS

- a. The shortage of multi-family housing has been brought to the attention of the City on numerous occasions. Staff has been reviewing options to promote additional multi-family housing within the City. Staff conducted an analysis of available land that would be ideal for multi-family housing. Two areas in particular stood out as possible options. Staff began to discuss with a realtor who does multi-family property the possible valuations as well as development pros and cons for each of the two properties.

MADA may wish to consider closing the meeting as it discusses the consideration of offers for the purchase of real property.

According to State Statutes, there are certain exceptions to the Open Meeting Law, which allow to close meetings. MADA may, by majority vote in a public meeting, decide to hold a closed meeting to determine the asking price for real property to be sold by the public body, review confidential or nonpublic appraisal data; develop or consider offers or counteroffers for the purchase or sale of real or personal property. Prior to closing a meeting under any of the following exceptions, the public body must state on the record, the specific grounds that permit the meeting to be closed and describe the subject to be discussed, and identify the particular

property that is the subject of the meeting. The meeting must be tape-recorded, and the property must be identified on the tape. The recording must be preserved for eight years and must be available to the public after all property discussed at the meeting has been purchased or sold or after the public body has abandoned the purchase or sale. A list of MADA Members and all other person present at the closed meeting must be made available to the public after the closed meeting. The actual purchase or sale of the property must be approved at an open meeting, and the purchase or sale price is public data.

A motion was made by Mr. Duevel, seconded by Mr. Frieler and unanimously carried closing the meeting to discuss a potential land purchase.

In attendance at the meeting were MADA Members Bob Mayers, Jerome Duevel, George Jensen, Travis Frieler, Mayor Joe Finken, City Administrator Colleen Winter, and Community Development Director Lisa Atkinson.

The following parcels were discussed for potential purchase for multi-family development.

66.36467.0000,66.37010.0363,66.37010.0368,66.37010.0370,66.37010.0371,66.37010.0376,66.37010.0378,66.37010.0381,66.37010.0373,66.37010.0362,66.37010.0365,66.37010.0367,66.37010.0369,66.37010.0374,66.37010.0375,66.37010.0380,66.37010.0383,66.37010.0379,66.37010.0360,66.37010.0366,66.37010.0384,66.37010.0385,66.37010.0361,66.37010.0364,66.37010.0372,66.37010.0377,66.37010.0382

Ms. Atkinson provided a summary of the estimated purchase price of the properties and infrastructure improvements. Ms. Atkinson presented a Preliminary TIF projection for a multi-family development project.

A motion was made by Mr. Duevel, seconded by Mr. Jensen and unanimously carried to open the meeting at 6:55 a.m.

MADA, by consensus, authorized staff to move forward with the project.

A.I. #6 UNFINISHED BUSINESS

- a. City Administrator Winter provided an update on the Kraft Lot. Ms. Winter has been in discussions with Stearns County regarding the Kraft lot space. Currently the County leases about 6,800 square feet in the West Central Education Administrative services building located at 17 2nd St SW. The County's lease expires in Dec. 2021 and the City would like to see them next to the City Center at a location that is more convenient and accessible for their customers. This would be a very good use for the Kraft lot and the County has indicated that they would be willing to look at a long-term lease. The next steps are to find a developer willing to look at the space for this type of use. We would still want to see if we could also incorporate some residential rental space.

A motion was made by Mr. Jensen seconded by Mr. Frieler and unanimously carried authorizing staff to continue looking for a developer for the Kraft Lot. It was

noted this might include a development with commercial space with a possibility of incorporating some residential rental space.

- b. City Administrator Winter provided an update on the Rock Arch Rapid/Dam/Bridge project. Administrator Winter stated that the City has elected to move forward with moving the CSAH 13 bridge north, realigning the channel, and a slight alteration in the street. WSB will be in attendance at the Council meeting later this evening to further discuss the design process.

A.I. #7 NEW BUSINESS

- a. MADA then discussed the 2020 meeting schedule. City Administrator Winter stated that the meetings are currently scheduled for 6:00 a.m. on the second Thursday of the month.

The Board, by consensus, approved the 2020 meeting schedule as presented.

AI. #8 INFORMATIONAL ITEMS

- a. At the first meeting in January 2020, MADA will discuss the goals for 2020. Staff will provide an overview and lead the discussion of this topic.

A.I. #9 ISSUES BY PLANNING AND ZONING COMMISSION MEMBERS

None

A.I. #10 ADJOURNMENT

A motion was made by Mr. Frieler seconded by Mr. Duevel and unanimously carried to adjourn the meeting at 7:05 a.m.

PATRICIA HAASE – CITY CLERK