

OLIVIA ECONOMIC DEVELOPMENT AUTHORITY MINUTES

Wednesday, December 13, 2023

CALL TO ORDER AND DETERMINATION OF A QUORUM

The regular meeting of the EDA was called to order by Chair Baumgartner at 12:08pm. at the Olivia City Council Chambers.

Members Present: Cathy Baumgartner, Chuck Brown, Krystle Dillon, George Ebbers, Jon Hawkinson and Tom McDonnell.

Others Present: Elizabeth Torkelson, City Administrator; Susie Lang, EDA Director; Marissa Castillo, Planning and Zoning Administrator; Kendra Lyngaas, SEH; Scott Tedrick, Renville County Register (via Zoom).

AGENDA ADDITIONS/APPROVAL

Motion by McDonnell, second by Ebbers: to approve the agenda. Motion passes unanimously.

MINUTES OF THE OCTOBER 25, 2023 MEETING

Motion by Brown, second by Ebbers: to approve the regular meeting minutes of October 25, 2023. Motion passes unanimously.

WELCOME AND INTRODUCTIONS

New board member Krystle Dillon was welcomed to the EDA board. Board members and staff introduced themselves to her.

HOUSING WORK SESSION

Kendra Lyngaas, Engineer with SEH provided the board with a draft layout for the next phase of Fairview Estates. Dillon asked about the restricted yellow area (on the map) and what it would prevent. Lyngaas said that it would ultimately be up to the city to determine what would be allowed, it was designed to keep the hillside from being developed, which was designed for high water reasons. Lyngaas pointed out the 24-foot-wide street with no curb and gutter. Instead, a catch basin would be put in place to control runoff an rain water in the 60 foot Right of Way. Redesignating the land to R2 will allow for single family homes as well as apartments, row houses and condos. However, one section of the layout where the cul-de-sac is suggested does not allow for a wide enough street and a variance will be required for multi-family housing. The second map indicates the trail plan for the community with the teal section to be built in 2024. The smaller lots were questioned by the board, Lyngaas explained that this allows for wider price points and different options for lot sizes for the proposed 51 lots. Infrastructure costs are only going to get more expensive, therefore, this is not being suggested as a phased approach. Final plat costs are estimated to be around \$25,000.

Tedrick left the meeting at 12:34pm and the board entered into a closed Session to discuss the sale of real property.

CLOSED MEETING

Tom McDonnell led the discussion in the closed session with the board while Baumgartner abstained from the discussion.

The regular EDA meeting reconvened 12:55PM.

ACTION REGARDING THE SALE OF REAL PROPERTY

Motion by Ebbers, second by Brown: to sell the property in question to the interested buyer with no money down at closing and for three years or until the sale of the property or whichever comes first. Motion passes with Baumgartner abstaining and all other members voting in favor.

Motion by Brown, second Ebbers: to allow staff's discretion with setting the date of the Public Hearing. Motion passes with Baumgartner abstaining and all other members voting in favor.

CONVEY EDA LAND TO CITY

Motion by Brown, second by Ebbers: to hold a Public Hearing to convey the EDA land to the City on January 10th at 12PM at City Hall. Motion passed with all members in favor.

As discussed in previous EDA and Council meetings, Chrysler wants to purchase the building they are renting from the City and the three EDA owned lots. Tax Increment Financing is no longer part of the project and holding up the sale timeline. Legal Counsel suggest that there be only one owner in the mix to simplify the sale and negotiation process. The Council is asking to act on behalf of the EDA. The advantage of the city leading this eliminates a Public Hearing, while the benefit of the EDA leading the deal is a reverter on the land and or building. Staff is in agreement that a reverter is not necessary on this land deal. After some discussion and reassurance that the EDA can set the price of the land, the board was in agreement with the City taking the lead on the sale.

Dillon exits the meeting at 1:05PM

REPLENISH OF LOAN FUNDS

Motion by Brown: to provide \$100,000 to the loan fund. The motion died for a lack of a second.

Motion by Ebbers, second by Brown to provide \$150,000 to the loan fund. Motion passed with all members voting in favor. Staff asked for the board to consider replenishing the loan funds with some of the proceed from the sale of Bayberry Court. Brown asked that staff share a summary of funds with restrictions with the board at a future meeting.

FORGIVENESS OF LOANS

Lang shared that one of the revolving loan funds is in default. A lawyer familiar with the project suggests we write it off. Staff discussed it and are not comfortable with that suggestion at this point. While no action is required today, staff wanted the board to be aware of the situation.

Further board discussions were about the risk behind loans when they are at the EDA for assistance and that it would be wise to wait and see what can be recouped on this loan.

2024 MEETING DATES

January 10 & 24, February 14 & 28, March 13 & 27,
April 10 & 24, May 8 & 22, June 12 & 26,
July 10 & 24, August 14 & 28, September 11 & 25,
October 9 & 23, November 13 & 27, December 11

UPDATES AND RELATED ITEMS

Baumgartner shared a thank you card from the family of Susie Lothert. Staff had arranged for a planter with a remembrance thank you note from the Olivia EDA Board be sent to her services. Lothert was the Director of the Olivia EDA from 2010 until her retirement in 2019. Open Meeting Law Review training will be held in January for all boards at one time with a date yet to be determined. Going forward committee meetings need to be posted three days in advance of the meeting date and are considered public meetings. Holiday Happenings was a very well attended event. The Olivia Liquor Store was able to sell cups of “Christmas Cheer” near Dowling Square as a new addition to the event.

ADJOURNMENT

Motion by Ebbers second by McDonnell: to adjourn the meeting at 1:25pm. Motion passed unanimously.

Submitted by,
Susie Lang