



Meeting Agenda
Wednesday, January 15, 2020 (7:00PM)
Green Isle City Hall
Please call 507-720-8586 if you are unable to attend

- I. Call meeting to order**
- II. Pledge of Allegiance**
- III. Election of Officers**
 1. President
 2. Vice President
 3. Secretary
- IV. Agendas & Minutes**
 1. Consider 1/15/2020 Agenda
 2. Consider 12/2/2019 Minutes
- V. Bills and Communications:**
 - A. RLF Fund Balance: \$2,523.79 (as of 1/10/2020)
- VI. Monthly Reports/Updates:**
 1. Mayor's report
 2. Council Liaison report
 - i. Mark Wentzlaff
 - ii. Diane Brown
- VII. Unfinished business:**
 1. Green Isle Refrigerated Warehouse project
 2. Update on areas of improvement within the City (signs, sidewalks) – Brown, Schuft
 3. Update on parcel 34.0037.000
 4. Consider draft of Policy to waive WAC and SAC
 5. JIT expansion
 6. Industrial Park Lot sizes
 7. Consider new prices for industrial park lots
 8. Consider sunseting commercial lots policy
 9. Review of 2020 Goals and Initiatives
- VIII. New Business:**

1. Review draft of 2019 EDA Annual Report
2. Lionshead Tires and Wheels RFI

IX. Board and Director Comments

X. Adjournment



Meeting Minutes
December 2, 2019 (7:00PM)
Green Isle City Hall

I. Call meeting to order

Members Present: Mark Miller, Mark Wentzlaff, Victor Schwartz, Denise Schuft, Diane Brown, Scott Vos, Mayor Joe Kreuger, Jason Mackenthun

Members Absent:

Staff Present: Amy Newsom

Staff Absent: None

Guests Present: Todd Burg (GI P&Z)

II. Pledge of Allegiance

III. Agendas & Minutes

1. Consider 12/2/2019 Agenda – Motion by Mackenthun, second by Brown to approve the agenda and minutes. Motion carried.
2. Consider 11/4/2019 Minutes –

IV. Bills and Communications:

- A. RLF Fund Balance: \$ 2,355.37 (as of 11/29/2019)

V. Monthly Reports/Updates:

1. Mayor's report - Mayor Kreger reported that Census 2020 is looking to hire people for PT jobs. He also stated that the City needs some new maps and will reach out to the City's engineering firm.
2. Council Liaison report
 - i. Mark Wentzlaff – Wentzlaff stated that he was incorrect about who had contacted him about building in Green Isle. It was Bel Par Homes, the group that plans to bring in home built by Dakota Technical College. He was asked about bids for the basement.
 - ii. Diane Brown – none

VI. Unfinished business:

1. Green Isle Refrigerated Warehouse project – Mayor Kreger reached out to Jeremy Walker from Consolidated but did not hear back. Vos was contacted out bidding on the project. He also heard that they have paid Xcel to begin working on the project.
2. Update on areas of improvement within the City (signs, sidewalks) – Nothing right now.
3. Update on parcel 34.0037.000 – Westphalen has had no interest in the lot.
4. Request to waive WAC and SAC by Todd Burg, P&Z – Todd Burg presented information home sales and how they increase the tax base for the City of Green Isle. EDA Member Wentzlaff had some concerns about waiving WAC and SAC because then no money is coming into the City coffer. He also stated that when the EDA had a builder in to speak at a meeting, waiving WAC and SAC was not a priority for them.

Burg stated that most people don't even realize what a WAC and SAC fee is or that they are being charged for it when they build a new home.

Mayor Kreger stated that he would be okay with waiving the \$1,100 WAC and SAC fees, but not the \$2,200 that is owed to the A-GI water bill.

Vos questioned how we would evaluate if this program is working. Mayor Kreger stated that success would be if we had 6 new homes built in Green Isle.

Burg is looking at initially asking to waive 2 lots.

Mark Miller would like to see this program as incentive based for builders. They build in Green Isle, then the City's waives WAC and SAC on homes 2 and 3. The EDA liked that idea and recommended that the City only waive \$1,100 and make the program incentive based for builders. Vic Schwartz questioned if \$1,100 would really make or break a deal to built in Green Isle. Wentzlaff stated probably not, but hopefully it is a little incentive.

Burg will work on a draft policy and bring back to the EDA in the spring.

5. Review updated draft of 2020 Fee Schedule and recommend to Council
 - i. Sent to P&Z
 - ii. Sent to Attorney Arneson
 - iii. Sent to Inspector Darin Haslip

No changes noted from EDA. Newsom will send to Hatlestad to put on next Council agenda.

6. JIT Expansion

Newsom reported that she spoke with Angie at JIT. They are still planning an expansion onto the lot adjacent to them. If they built a new building on that PID, JIT will be eligible for tax abatement.

Newsom and a member of Planning and Zoning will meet with Angie in January.

VII. New Business:

1. Industrial Park Lot sizes – Newsom checked with Attorney Arneson on changing the sizes of the lots. Arneson stated that smaller lot sizes could be advertised, but not platted until someone actually purchases one.
2. Consider new prices for industrial park lots – EDA Member Scott Vos requested to see comparable from neighboring cities. Newsom will check into neighboring towns commercial lot prices.
3. Consider sunseting commercial lots policy – EDA Board briefly discussed but understands that JIT would like to take advantage of the policy to buy the adjacent lot.
4. 2020 Goals and Initiatives - The EDA discussed some things that they would like to see in the 2020 Goals and Initiatives including selling the lots across from the gas station, adjusting the price/size of commercial lots, sunseting the commercial lots policy, continue to work with P&Z, business outreach with EDA Director and EDA Board Members.

VIII. Board and Director Comments – Vos stated that Councilmember Shawn Harms was glad to see the City doing some planning. Mayor Kreger stated that the both the EDA and P&Z now have \$9,270 line item budgets.

IX. Adjournment - Motion by Vos, second by Schwartz to adjourn at 8:11 pm. Motion carried.

Amy Newsom, EDA Director

Mark Wentzlaff, President

DRAFT

SAC/WAC Fee Waiver for Residential Construction Policy

The City of Green strives to promote growth in the community. The intention of this policy is to stimulate housing growth and offset the increase in construction costs. The goal of the City of Green Isle is to increase tax base for the city. The City believes that the development of single family and twins homes on vacant lots in the City of Green Isle is in the best interest of the City. It is the purpose of this policy to outline the terms and conditions for waiving SAC and WAC connection fees for residential construction.

1. Waiving of the SAC/WAC connection fees will be approved by the Green Isle City Council.
2. The SAC/WAV connection fees will be waived for up to 2 (two) residential building permits for new construction during 2020.) (See line 9 for eligibility)
 - A. The City will waive no more than \$_____ per lot for combined SAC/WAC connection fees in conjunction with the construction of homes on vacant lots.
 - B. Funds to cover the connection fees will be paid from_____
 - C. The SAC/WAC connection fees will be issued on a first come, first served bases until funds are extinguished
3. The Developer must agree promptly pay all other fees and charges imposed by the City in conjunction with constructing of a dwelling on the vacant lot, and shall not otherwise be delinquent on City fees and charges.
4. To be eligible for a SAC/WAC connection fee waiver, developer must construct home that will have a market value exceeding \$195,000.
5. Waivers will only be offered for single family and twin home units.
6. The SAC/WAC connection fee will be waived at the time the permit is issued, and construction must begin within 365 days of receiving the SAC/WAC waiver.
7. This program will end on December 31, 2020.
8. Any SAC/WAC connection fee waiver will be documented in a written agreement signed by the City and the developer.
9. The SAC/WAC will be based on an incentive program for builders. Once the builder has constructed a home in Green Isle and paid WAC/SAC fees, the next home constructed will be eligible for the waiver of fees.

Price: \$2,998,500

Utilities: none

Price Notes: 2014 Estimated market value.

This 20 acre property is platted as an outlot and is located in the Industrial/Commercial zoning district allowing flexibility for future uses. Streets and utilities are in and ready for your development! The property is easily divisible and would need to be re-platted prior to obtaining a building permit. Nearby successful businesses include; Coborn's Grocery Store, Coborn's Liquor, Little Dukes, Cambria, Matt Saxe Chevrolet, McDonald's, Verizon, Great Clips, and Domino's Pizza.

Laredo Street & South Street - For Sale



**Community Development
Director, City of Belle
Plaine**

Cynthia Strack

952-873-5553

cynthias@ci.belleplaine.mn.us

[Property Details](#)

Parcel ID: 200970010

Size: 5.7 Acres

Zoning: I-C Industrial Commercial

Price: \$744,876

Utilities: none

Price Notes: \$3/Square Foot

Hickory Blvd. & East South Street - For Sale



Valor Company, Inc.

Bryan Pawela

952-873-6633

[Property Details](#)

Parcel ID: 209060120

Size: 39.06 acres

Zoning: I-2 General Industrial

Price: NA

Utilities: none

Commercial Development

The City of Glencoe operates two Industrial Parks.

The west park is located along State Highway 22 and the east has access to US Highway 212. Lots begin at \$1.25 per square foot with incentives available to qualifying businesses. For details call Dan Ehrke at (320) 864-6951.



1107 11th Street East, Glencoe, MN 55336 | City Phone: (320) 864-5586

Norwood Young America, MN Available Commercial and Industrial Sites

Industrial & Commercial Sites						
Site #	Realtor and/or Owner	Property Address	Acreage or Building Size	Zoning District	Building/Land Information	Asking price/ lease rate
#1	City of Norwood Young America 952-467-1800 City Or Holly Kreff, Economic Development Consultant: 952-529-5022 or hkreffmdg@gmail.com	211 Tacoma Ave 725 Tacoma Blvd 735 Tacoma Blvd 740 Tacoma Blvd 410 Tacoma Cir. 411 Tacoma Cir. 416 Tacoma Cir. 419 Tacoma Cir. 420 Tacoma Cir.	4.23 acres 2.94 acres 3.47 acres 10.21 acres 2.19 acres 2.12 acres 2.00 acres 2.09 acres 4.32 acres	I-1 Light Industrial	City owned industrial park. Located ½ mile south of Hwy 212 in Tacoma West Industrial Park	\$1 psf.
#2	KW Commercial 1350 Lagoon Ave S., Suite 900 Minneapolis MN 55408 Tom Flannigan 612-790-3747 tomflannigan@kw.com	640 Railroad Drive	Building size: 24,830 sq. ft. Lot size: 2.94 acres	C-2 General Commercial	Multi-tenant retail strip mall. 1,000 to 5,000 sq. ft. spaces available. Current tenants include a fitness center, dance studio, etc. Ample parking. Excellent Hwy 212 visibility	\$8/SF/Year Flexible lease terms
#3	Fahey & Associates, Inc. Doris Mielke Cell: 612-910-2365 Office: 952-467-3598 Email: Doris@Faheyra.com	18 3 rd Avenue SE	14,000 sq. ft.	C-3 Downtown District	A former Feed Mill – transformed into an amazing blended space for shopping and dining. Totally renovated from 2003-2009. Currently leased to a retail/antique shop. Ideal for café, coffee shop, pub/tavern and/or retail.	\$895,500
#4	Pete Buckentine 952-467-2500 office 612-282-5977 cell	221 Elm Street W	3,600 sq. ft.	C-3 Downtown District	Former CarQuest business. Overhead doors and 200 sq ft second level office and breakroom.	\$95,500

2020 GOALS AND INITIATIVES

A. 2020 Goals

- Identify areas of need/improvement in the community
- Work with Council on the City's nuisance properties
- Adjust Commercial Lots Policy
- Adjust price/size of commercial lots
- Future Industrial Park
- Sell commercial parcel 34.0037.000
- Business outreach with staff and EDA member
- WAC and SAC waiver

B. Ongoing Initiatives

- Attract Businesses
- Promote the City of Green Isle
- Continue to post on Facebook
- Continue to work with Planning & Zoning



**City of Green Isle
Economic Development Authority
Annual Report 2019**



Photo: EDA 2019 members

Front Row (Left to Right): Scott Vos, Diane Brown (Vice President), Denise Schuft
Back Row (Left to Right): Vic Schwartz, Mark Wentzlaff (President), Jason Mackenthun
Missing from the photo is Board member Mark Miller

Report Contents:

- I. Green Isle Economic Development Authority
- II. 2019 Goals
 - A. Identify areas of need/improvement in the community
 - B. Work with Council to create a stronger Planning and Zoning Commission
 - C. Work with Council on the City's nuisance properties
 - D. Work with Council to create an EDA budget
 - E. Walking path north of HWY 25
 - F. Adjust Commercial Lots Policy
 - G. Future Industrial Park
 - H. Explore other internet provider options
- III. 2019 Ongoing Initiatives
 - A. Attract Businesses
 - B. Promote the City of Green Isle
- IV. 2019 Activity Report
 - a. Finalized Bartels sale in December 2019/extension in June 2019/2nd extension granted September 2019
 - b. Listing of Commercial Lot 34.0037.000 with Realtor Mike Westphalen
 - c. Work with Planning and Zoning/WAC and SAC waiver
 - d. Permit Fees
 - e. GI Community School Daycare
 - f. MnDOT work on Hwy 5 summer of 2020
 - g. Knife River grant for Veterans Park
- V. 2020 GOALS AND INITIATIVES
 - A. 2020 Goals
 - Identify areas of need/improvement in the community
 - Work with Council on the City's nuisance properties
 - Adjust Commercial Lots Policy
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B. Ongoing Initiatives

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VI. Conclusion

I. GREEN ISLE ECONOMIC DEVELOPMENT AUTHORITY

The Green Isle Economic Development Authority (EDA) is governed by a seven-member Board of Directors. The Board consists of two members from the business community, three residents, and two City Council liaisons. The structure of the board during 2019 is provided in the table below.

Member	Position	Affiliation	Term Expires
Mark Wentzlaff	President	City Council	
Diane Brown	Vice President	City Council	
Scott Vos	Member, Board of Directors	Business Owner	12/2021
Mark Miller	Member, Board of Directors	Business Owner	12/2022
Jason Mackenthun	Member, Board of Directors	Green Isle Resident	12/2023
Vic Schwartz	Member, Board of Directors	Green Isle Resident	12/2024
Denise Schuft	Member, Board of Directors	Green Isle Resident	12/2024

Two members; Vic Schwartz and Denise Schuft were sworn in as EDA members on January 14th, 2019.

The EDA contracted with Sibley County for Economic Development Assistance through November 14th, 2019. Green Isle contracted privately with Amy Newsom beginning November 15th, 2019.

II. 2019 GOALS AND OBJECTIVES

At the start of 2019, the EDA specified several goals and objectives to be accomplished throughout the year, including identifying areas of improvement in the community and helping to create a Planning and Zoning Commission.

A. Identify areas of need/improvement in the community

This area is being covered by Diane Brown and Denise Schuft. Diane has worked with the Green Isle Park Board to improve the City parks and was also instrumental in working to remove sidewalks in the City that are in dire need of repair.

Denise is working to improving the appearance of the Green Isle signs that welcome people into town.

B. Work with Council to create a stronger Planning and Zoning Commission

The City of Green Isle established a Planning and Zoning Commission this year. EDA Director has worked with the group and serves as liaison between the two groups. Councilmember Shane Sheets has been the driving force to get Planning and Zoning up.

C. Work with the Council on the City's nuisance properties

EDA member Diane Brown has been actively monitoring nuisance properties, but the EDA has not had a role in doing anything with the nuisance properties.

D. Work with Council to create and EDA budget.

The Mayor was able to establish budgets of \$9,270 for both the EDA and the Planning & Zoning Commission. P&Z hopes to use some of their funds for new maps for the City, while the EDA should use some of their funds for marketing and other economic incentives.

E. Walking path north of Hwy 25

While removing some of the derelict sidewalks in town, the EDA felt it was important to have a safe path to the Green Isle Community School. The EDA approached R9 about a Safe Routes to School grant but was happy to find out that MnDOT was willing to put a sidewalk in with no cost to the City of Green Isle. The sidewalk should be in sometime in 2020.

F. Adjust Commercial Lots Policy

The EDA Board discussed sunsetting their commercial lots policy when the Bartels project moves forward. Bartels have purchased 3 lots in the industrial park and have Right of First Refusal on the rest of the lots. The Board would also like to wait to sunset the policy until JIT has purchased the adjoining lot for their expansion.

G. Future Industrial Park

The EDA Board has discussed the need to plan for a future industrial park site if the Bartels project go through. Mayor Kreger approached Mrs. Faust about the City possibly acquiring that land for an industrial park. (The City EDA and P&Z should put together a plan for future City growth and work on the City's Comprehensive Plan in 2020.)

H. Explore other internet provider options

In the spring of 2019, the RS Fiber Board and Winthrop Council voted to refinance the project through HBC. Councilmember Shane Sheets reported that this was the only way that the cities may have the ability to recoup some of the money put into the project. Cities will continue to make bond payments for the next 8-9 years. Since Green Isle is paying for RS Fiber the EDA decided not to look into other internet providers.

III. ACTIVITY REPORT

In addition to the identified goals and objectives above, there were other activities undertaken by the EDA in 2019. These included:

a) Finalized Bartels sale in December of 201/extension in June 2019/2nd extension granted in September of 2019

The Green Isle EDA has had a year of waiting on this project. Bartels is having difficulty obtaining financing for this project and the EDA granted two extensions this year, one in June and another in September.

When granting the second extension the EDA put some conditions on the extension. Bartels must meet with all the financial representatives

within 30 days of the September 24th meeting (the group meet on October 23rd), letter from the bank showing that financing has been secured by April 1, 2020, break ground on the project by June 1, 2020.

b) Listing of Commercial Lot 34.0037.000 with Realtor Mike Westphalen

In May of 2019 the EDA Board voted to list the commercial parcel across from Cenex with Realtor Mike Westphalen. The EDA had been trying to sell it the previous year without much interest. Unfortunately, Westphalen has not had much interest in the lot either and was not able to sell it in 2019.

c) Work with Planning and Zoning/WAC and SAC waiver

The EDA Board heard requests from Planning and Zoning to consider implementing a WAC and SAC waiver like the program offered by the City of Arlington.

P&Z member Todd Burg presented to the GI EDA in December and the EDA Board recommended that Burg put together a proposal that would waive only the WAC and SAC charges of \$1,100 and make the program incentive based, for example when a builder builds more than one home. Burg was to come back to the EDA with a draft of the program policy.

d) Permit Fees

EDA Director Amy Newsom, EDA members Denise Schuft and Jason Mackenthun worked for several months creating a spreadsheet of the Green Isle permit fees.

The final draft was approved by City Council on December 26.

e) GI Community School Daycare

In January Mayor Kreger and EDA Director Newsom met with members of the Green Isle Community School and representatives from First Children's Finance. The school had concerns about the amount of money they had spent to create a daycare and were unable

to fill it. Kreger and Newsom noted that the school had to do more marketing of the program. After working with First Children's Finance the school was able to fill their spots.

f) MnDOT work on Hwy 5 summer of 2020

MnDOT representatives came to the City of Green Isle in the summer to provide information on the construction work to be done on Hwy 5 next year. MnDOT will work with Newsom to keep the community updated on the project. MnDOT also meet with the GI Lions to provide information on the project.

f) Knife River grant for Veterans Park

EDA Director Newsom worked with EDA member Scott Vos to apply to Knife River for funds for the Veterans Park. Green Isle received a \$4,000 grant.

IV. 2020 GOALS AND INITIATIVES

C. 2020 Goals

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D. Ongoing Initiatives

- Attract Businesses
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- Continue to post on Facebook
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V. CONCLUSION

The EDA had a trying year waiting for more information on the Bartels Green Isle Refrigerated Warehouse project. There were many meetings and many deadlines that came and went. We hope that the project will get underway in 2020 and the City can focus on acquiring more land for industrial park growth.

The EDA should continue to work with the Planning and Zoning Commission and work toward creating a Comprehensive Plan for the City of Green Isle.

The EDA ended the year with a business from Norwood inquiring about 20 acres of Industrial Park land and the City should continue to work with Lionshead Specialty Tire & Wheels to bring them into the City of Green Isle.