

**CITY OF LAKEVILLE
ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
May 24, 2016**

1. Chair Starfield called the meeting to order at 4:35 p.m. in the Marion Conference Room at City Hall.

Members Present: Comms. Starfield, Longie, Rajavouri, Smith, Collman, Scherer, Vlasak, Emond,
Ex-officio members: Mayor Little, City Administrator Miller

Members Absent: Comms. Matasosky, Gillen
Ex-officio members: Chamber President Roche

Others Present: David Olson, Community & Economic Development Director; Rick Howden, Economic Development Specialist; Ken Kappelmann, Hearthside Food Solutions; Eric Zimmerman, Hearthside Food Solutions.

2. **Approval of March 22, 2016 meeting minutes**

Comms. Scherer/Emond moved to approve the minutes of the March 22, 2016 meeting as presented. **Motion carried unanimously.**

3. **Review of Minnesota Investment Fund Application for Hearthside Food Solutions**

Mr. Olson introduced Ken Kappelmann, Plant Manager and Eric Zimmerman, Engineering Manager, both of Hearthside Food Solutions.

Mr. Kappelmann described Hearthside's background and current operations. He then proceeded to describe the project background and the investment needed to expand and keep operations continuing at one of their facilities in Lakeville.

Mr. Olson described the partnership with the Minnesota Department of Employment and Economic Development (DEED) and Greater MSP and how the Minnesota Investment Fund (MIF) is the program most applicable to this project.

Mr. Olson then described the next step, which will be a Public Hearing to authorize the submittal of a MIF application which is planned for a June 6th Housing and Redevelopment Authority (HRA) meeting.

A question was raised regarding the proposed wages of the new jobs to be created and the City of Lakeville's Business Subsidy Policy. Mr. Olson stated that the City's policy is based off of the minimum wage levels required by DEED and that they look at both wage and benefit levels, which Hearthside meets. Commissioners also requested that wage and benefit levels for the 99 jobs to be retained also be collected prior to the HRA's consideration.

Comms. Smith/Emond moved to recommend the HRA authorize submittal of a Minnesota Investment Fund application on behalf of Hearthside Food Solutions, LLC. **Motion carried unanimously.**

4. Review of the 2014-2016 Strategic Plan for Economic Development 2016 Work Program and the process and schedule for the completion of the 2017-2019 Strategic Plan

Mr. Olson reviewed the Strategic Priorities for 2015 and the 2015 Work Program. The majority of the specific actions identified in the 2015 Work Program are either still on-going or were not able to be implemented in 2015. A number of the Key Outcome Indicators for the Plan that were identified are close to being achieved and by the end of this year likely will be achieved.

Additionally Mr. Olson mentioned that work on the 2017-19 Economic Development Strategic Plan will begin in September of this year. It is recommended that the City retain Craig Rapp with Craig Rapp LLC to facilitate this process. Mr. Rapp facilitated the Envision Lakeville process in 2013 and subsequently facilitated the process for the development of the current 2014-16 Strategic Plan for Economic Development. Staff will provide more detailed information on the process and schedule for the preparation of the 2017-19 Strategic Plan over the next several months.

5. Director's Report

Mr. Olson reviewed the Director's Report including the latest building permit report.

On May 10th, the Dakota County Board of Commissioners approved the City recommended concept for a backage road concept for the commercial area along Co. Rd. 50 between Ipava Avenue and Dodd Blvd. The backage road concept included in the C-1 concept was the preferred design by all of the existing businesses.

The City is currently reviewing several commercial and multi-family, and institutional subdivision plat applications. These include a proposed PetSmart store in the Spirit of Brandjten Farm development adjacent to the new HyVee store. ISD #196 is also proposing a new elementary school in the far northeast corner of Spirit of Brandjten Farm near Co. Rd. 46 and Diamond Path.

The City Council approved several zoning ordinance amendments at their meeting on March 21st. Included in these amendments is a change that would reduce the rate of change for messages from 60 seconds to 7 seconds for electronic message board signs, and a change to the sign ordinance for businesses close to the I-35 corridor that would allow wall signs on building elevations that face the freeway.

A proposed automotive service business is proposed in the Crossroads East Shopping Center at the intersection of Dodd and Cedar Avenue. This would be adjacent to the existing Subway and is scheduled to go to the Planning Commission on June 2nd.

6. Adjourn

Meeting adjourned at 5:38 p.m.

Respectfully submitted by

Rick Howden, Economic Development Specialist