

**COMMUNITY DEVELOPMENT COMMITTEE
CITY OF WILLMAR, MINNESOTA
THURSDAY, MAY 30, 2013**

MINUTES

The Community Development Committee of the Willmar City Council met on Thursday, May 30, 2013, in Conference Room No.1 at the City Office Building. Chair Fagerlie called the meeting to order at 4:45pm.

Present:

Rick Fagerlie	Chair
Bruce DeBlieck	Council Member
Tim Johnson	Council Member
Jim Dokken	Council Member
Bruce Peterson	Director of Planning and Development Services

Others present: Frank Yanish – Mayor, Audrey Nelsen – Council Member, Steve Renquist – EDC Director, David Little – West Central Tribune

1. PUBLIC COMMENTS (FOR INFORMATION ONLY)

There were no public comments.

2. TAX INCREMENT FINANCING AND TAX ABATEMENT UPDATE (FOR INFORMATION ONLY)

Staff provided an update on the City's historical use of tax increment financing and tax abatement tools to assist business and industry (See Attachment A). It was noted that at one time the City had 16 tax increment districts, but as of 2012 all districts had been decertified. The Committee was informed that the City has used tax abatement to assist five businesses. One of those businesses has had their abatement retired and three of the remaining four will expire by the end of 2016. With changes to the tax increment financing legislation, tax abatement has become the tool of choice for economic development.

3. TAX ABATEMENT POLICY (MOTION)

Staff presented a draft policy for the use of tax abatement (See Attachment B). The City Council had requested that staff draft a policy to be used to review and evaluate requests for tax abatement. Staff said that it was necessary to keep the policy simple. The draft policy includes sections on purpose, statutory authority, eligible uses, approval criteria, evaluation criteria, project financing, and application and fees.

Following discussion, a motion was made by Council member Dokken, seconded by Council member DeBlieck and passed for the following:

RECOMMENDATION: To adopt the policy as presented.

4. **NEW BUSINESS**

The Committee discussed the advantages of eliminating paper agendas and meeting packets. Staff informed the Committee that there will be a request in the 2014 Capital Budget for the necessary software and equipment to move to an electronic agenda system.

Council member Johnson requested that staff provide an update on enforcement of residential maintenance violations.

5. **FUTURE AGENDA ITEMS**

Staff is preparing information on garbage and waste disposal to be reviewed by the Committee at a future meeting.

6. There being no further business to come before the Committee, the meeting adjourned at 5:30pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Bruce Peterson', written over a horizontal line.

Bruce Peterson, AICP
Director of Planning and Development Services