



1858
RAMSEY COUNTY
MINNESOTA

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Board of Supervisors
ROBERT J. KERMES, *Chair*
ED M. PRUDHON
STEVEN A. RUZEK

**AGENDA
ECONOMIC DEVELOPMENT AUTHORITY
APRIL 16, 2018**

1. **6:40 p.m.** - Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Minutes of February 21, 2018 & March 19, 2018.
4. Centerville Road Improvements.
5. Added Agenda Items.
6. Receipt of Agenda Materials/Supplements.
7. Adjournment.



**EDA
Meeting
April 16, 2018**

Agenda Number: 1 - 2 - 3

Subject: Call to Order – 6:40 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of March 19, 2018 Agenda &
March 19, 2018 Minutes

Documentation: April 16, 2018 Agenda
February 21, 2018 Minutes
March 19, 2018 Minutes

Action / Motion for Consideration:

Call meeting to order:	6:40 p.m.
Approval of Agenda:	April 16, 2018 (additions/deletions)
Approval of Minutes:	February 21, 2018 & March 19, 2018

**MINUTES
ECONOMIC DEVELOPMENT AUTHORITY MEETING
FEBRUARY 21, 2018**

The meeting was called to order at 6:41 p.m.

Present: Commissioners: Kermes, Prudhon, Ruzek; Clerk: Short; Attorney: Lemmons.

APPROVAL OF AGENDA (Additions/Deletions): Ruzek moved to approve the agenda as submitted. Prudhon seconded. Ayes all.

APPROVAL OF MINUTES OF JANUARY 17, 2018: Ruzek moved approval of the Minutes of January 17, 2018. Prudhon seconded. Ayes all.

CENTERVILLE ROAD SIGNAL & MEDIAN IMPROVEMENTS: The layout for the Centerville road signal and median improvements for the new Lunds/Byerly's grocery store on the 8.4 acre site near the Cub Food store is nearly complete. It is Ramsey County's position that a traffic signal at the new intersection at Centerville Road must be in place before the Lunds/Byerly's project is allowed to open. Ramsey County requires the signal and median improvements but has no funding for the signal portion of the project. Changes to the median on Centerville Road will include widening and extending the median. Traffic patterns will change due to the changes with the medians. The left turn lane that currently goes into Meadowlands Drive will be eliminated. If traveling northbound on Centerville road, or coming from the east on Highway 96 one would either stay on Highway 96 or turn left onto 96 to access Meadowlands Drive from an internal side drive, between Arby's and Auto Zone. Total cost of the project is estimated to be \$814,000. The cost for the signal is \$300,000. There will be traffic generated by all four quadrants that will use the signal. The cost for a signal is usually shared by "leg." 25% for each leg. Cost participants for this signal are not identified as of yet. The EDAB discussed potential funding sources if the Township needs to fund a 25% share of the signal costs. They evaluated the following sources:

1. Meadowlands TIF – 1990 Meadowlands Agreement: 1) 70% Developer's Assistance; 2) 10% Admin; 2) Meadowlands Drive (\$39,000); 4) General Surplus Increment – Park Bond – There is no increment remaining.
2. Assessments (must prove that benefit exceeds cost – appraisals, public hearings, appeals).
3. Tax Abatement. This would reduce Township property tax revenues by the amount abated.
4. Township Gas Tax: \$25,000. The Township receives a small amount of gas tax through the county each year. These funds are placed in the General Fund. Any use of these funds would require an additional levy.
5. Township "Improvement Fund" (There is \$972,000 currently in this fund. These are funds are set aside for curb replacement, contribution to seal coating programs, and other such projects.)
6. EDA Fund / General Surplus Increment (pre-1990 TIF Districts – Cortec, Drill-A-Matic, and Thermoform). There are no funds available.
7. EDA Fund / Loan Payback Account. There are no restrictions for these funds. The balance as of January 1, 2018 is \$445,000.

MINUTES
EDA MEETING
FEBRUARY 21, 2018

The EDAB had considerable discussion at their February meeting and it is their recommendation that number 5 (Township Improvement Fund) be the first choice and that 7 (EDA Fund/Loan Payback Account) be the second choice to be used for the Town's share of the traffic signal.

The Clerk stated that the report is for information only regarding funding sources. The matter will be addressed at future meetings.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek moved to receive all of the agenda materials and supplements for tonight's meeting. Prudhon seconded. Ayes all.

Ruzek moved to adjourn the meeting at 7:01 p.m. Prudhon seconded. Ayes all.

Respectfully Submitted,

William F. Short
Assistant Treasurer/Secretary

DRAFT

**MINUTES
ECONOMIC DEVELOPMENT AUTHORITY MEETING
MARCH 19, 2018**

The meeting was called to order at 6:42 p.m.

Present: Commissioners: Kermes, Prudhon, Ruzek; Finance Officer: Kelly; Attorney: Lemmons.

Absent: Short, Assistant Treasurer/Secretary with notice.

APPROVAL OF AGENDA (ADDITIONS/DELETIONS): Ruzek moved approval of the agenda as submitted. Prudhon seconded. Ayes all.

APPROVAL OF MINUTES OF FEBRUARY 21, 2018: Minutes not available due to staff being out of office on vacation.

FINANCE OFFICER DISCUSSION: The Finance Officer reported that the EDA Fund does have a balance. He reported that the fund is tracked according to restrictions. The TIF Districts for Cortec, Thermoform, and Drill-a-Matic have been decertified. Any funds remaining in those districts can be used for whatever the EDA determines since they are unrestricted. In response to a question regarding the \$35,000 needed for the Town's share of the traffic signal to be installed on Centerville Road, the Finance Officer stated that there are pooling funds that can be used which are unrestricted. The Loan Pay-Back Account also has funds which could be used. In response to a question what happens to funds that are not used, the Finance Officer stated that if the funds are not restricted, they do not have to go back into the district. He reported that for the earlier years of the Township Day event, the EDA Fund provided funding. The event is now beginning to grow and more of the funding is coming from the General Fund. It was noted that when the EDA approved funding for the Township Day event, it was with the recommendation that the event become self-sufficient. With the growth of the event that is happening.

OTHER: Courier Express: Courier Express is looking at some North Oaks property for office space. A benefit is that there will be no vehicle operation at the site. Drivers operate their vehicles from home and do not park at the office. This is still in the preliminary process and there is nothing further to report. **Calvary Church:** Calvary Church is looking to expand to provide more classrooms. This will come back for review as the project progresses.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek moved to receive all of the agenda materials and supplements for tonight's meeting. Prudhon seconded. Ayes all.

Ruzek moved to adjourn the meeting at 6:55 p.m. Prudhon seconded. Ayes all.

Respectfully Submitted,

Tom Kelly
Finance Officer



**EDA
Meeting
April 16, 2018**

Agenda Number: 4

Subject: Centerville Road Improvements

Documentation: None

Action / Motion for Consideration:

Town Clerk Report at Meeting / Discuss



**EDA
Regular Meeting
April 16, 2018**

Agenda Number: 5 – 6 - 7

Subject: Added Agenda Items
Receipt of Agenda Materials / Supplements
Adjournment

Action / Motion for Consideration:

Receive Added Agenda Items

Receive All Agenda Materials & Supplements for Today's Meeting

Adjourn Meeting