WHITE BEAR TOWNSHIP

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

1858
RAMSEY COUNTY
MINNESOTA

651-747-2750
FAX 651-426-2258
Email: wbt@whitebeartownship.org

AGENDA
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR & ORGANIZATIONAL MEETING
JANUARY 23, 2019

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 December 17, 2018.

4. **Organizational Meeting:**

   A. President.
   B. Vice-President.
   C. Treasurer.
   D. Assistant Treasurer/Secretary.
   E. EDAB Liaison.
   F. Special Committee Liaison.
   G. Economic Development Coordinator.
   H. Economic Development Attorney & Bond Consultant.
   I. Economic Development Consultant.
   J. Establish Regular Meeting Dates.

5. Added Agenda Items.

6. Receipt of Agenda Materials/Supplements.
7. Adjournment.

White Bear Township's
Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.

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WHITE BEAR TOWNSHIP

EDA
Regular & Organizational Meeting
January 23, 2019

Agenda Number: **1 - 2 - 3**

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

Approval of January 23rd , 2019 Agenda &
December 17, 2018 Minutes

Documentation: January 23, 2019 Agenda
December 17, 2018 Minutes

Action / Motion for Consideration:

Call meeting to order:	6:40 p.m.
Approval of Agenda:	January 23, 2018 (additions/deletions)
Approval of Minutes:	December 17, 2018

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY MEETING
DECEMBER 17, 2018

The meeting was called to order at 6:40 p.m.

Present: Commissioners: Kermes, Prudhon, Ruzek; Assistant Treasurer / Secretary: Christopherson; Attorney: Lemmons.

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

APPROVAL OF MINUTES OF NOVEMBER 19, 2018: Ruzek moved approval of the Minutes of November 19, 2018: Prudhon seconded. Ayes all.

TOWN HALL LEASE AGREEMENT RENEWAL WITH THE WHLAHS – APPROVE:
The White Bear Lake Area Historical Society is requesting the extension of the Town Hall Lease through 2021. Pursuant to direction at the November 19, 2018 EDA meeting, the lease was forwarded to the Town Attorney for review. Section 7 of the Lease was amended to state that the WBLAHS would pay all utility bills during the course of the Lease. (They currently do this).

Maintenance and landscaping to the grounds is a term that the Town Board and the Historical Society have to negotiate between them. Concerning insurance, the first paragraph of Section 16 requires the Town to maintain general public liability insurance for the benefit of itself and the Society. The second paragraph calls for the Society to hold the Town harmless. The Society would only be holding the Town harmless for those claims not covered by the general public liability insurance policy mentioned in the first paragraph. As to insuring the structure, The Society's point is that they cannot insure a structure that they do not own. The Town Attorney recommends that language under which the society reimbursed the Town for that portion of the insurance premiums which represents insuring the Old Town hall structure.

The following wording has been added: "The Lessee shall reimburse the Lessor for that portion of the insurance premiums paid by the Lessor which represent insurance on the structure known as the Old Town Hall". This language was added under Section 14, subdivision (d).

Ruzek moved to approve the Town Hall Lease Agreement Renewal with the White Bear Lake Area Historical Society contingent upon inclusion of the Town Attorney's recommended changes. Prudhon seconded. Ayes all.

TIF DISTRICT #9 – COTTAGES – APPROVE RESOLUTION DISSOLVING TAX DISTRICT: TIF District #9 is a Housing District created in 1994 and is required to be decertified by December 31, 2020. The District had a budget of $785,000.00 and has spent $601,046.00 through 2017 with no additional obligations remaining. Through 2017, the district collected revenues totaling $838,276.00 which was $53,276.00 more than the budget. The $53,276.00 had to be returned to Ramsey County for redistribution to all taxing jurisdictions as it is deemed excess increment, as will all future increment the EDA collects on this district.

Based on this information, the EDA has the following options related to TIF District 9. 1) Do nothing and continue to collect approximately $50,655.00 in tax increments in 2019 and 2020. This increment will then be returned to Ramsey County for redistribution to each taxing jurisdiction each year; 2) Amend the budget so the Town can continue to collect increment through 2020. By amending the district, the Town can retrain the increment collected in 2019 and 2020. Increment can only be used for qualifying housing districts in the future. It requires a public hearing and attorney fees are estimated to be between $10,000 and $20,000 to amend the budget; 3) Decertify the District. This places approximately $50,000 in tax capacity back on the tax rolls, which will generate about $10,000 in taxes for the Township. Due to Conduit Debt requirements, the Cottages would remain below market rental housing units. Since this district is a housing district, the Town can retain the TIF District balance of $237,229.86 for future qualifying housing districts.

Based on the pros and cons of the three options staff would favor decertifying TIF District #9. The EDA referred the matter to the Planning Commission for review and recommendation. At their November 29, 2018 meeting they recommended that TIF District #9, Cottages of White Bear Township be decertified.

Prudhon moved Resolution Dissolving Tax Increment Financing District No. 9, Cottages, and Returning Excess Tax Increments to Other Taxing Jurisdictions. Ruzek seconded. Ayes all.

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

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

Respectively Submitted,

Patrick Christopherson
Assistant Treasurer / Secretary

EDA
Regular & Organizational Meeting
January 23, 2019

Agenda Number: 4

Subject: Organizational Meeting

Documentation: 2019 EDA Appointment List

Action / Motion for Consideration:

Appoint EDA Members to Serve for the Coming Year as:

- President - Ed Prudhon
- Vice-President – Steve Ruzek
- Treasurer – Patrick Christopherson
- EDAB Liaison – Ed Prudhon
- Special Committee Liaison – Scott McCune

Appoint Patrick Christopherson to Serve for the Coming Year as:

- Assistant Treasurer / Secretary and
- Economic Development Coordinator

Appoint Jenny Boulton, Kennedy & Graven, to Serve for the Coming Year as:

- Economic Development Attorney & Bond Consultant

Appoint Springsted, Inc. to Serve for the Coming Year as:

- Economic Development Consultant

Establish Regular Meeting Dates – Designate that the Regular EDA Meeting Dates Shall Correspond with the Second Town Board Meeting of Each Month, Beginning at 6:40 p.m., at Heritage Hall, 4200 Otter Lake Road.

Minutes
EDA Organizational Meeting
January 17, 2018

ORGANIZATIONAL MEETING: President: Prudhon moved to appoint Bob Kermes as President of the Economic Development Authority for the coming year. Ruzek seconded. Ayes all.

Vice President: Kermes moved to appoint Ed Prudhon as Vice President of the Economic Development Authority for the coming year. Ruzek seconded. Ayes all.

Treasurer: Prudhon moved to appoint Steve Ruzek as Treasurer of the Economic Development Authority for the coming year. Kermes seconded. Ayes all.

Assistant Treasurer / Secretary: Kermes moved to appoint Bill Short as Assistant Treasurer / Secretary of the Economic Development Authority for the coming year. Prudhon seconded. Ayes all.

EDAB Liaison: Ruzek moved to appoint Bob Kermes as EDAB liaison for the coming year. Prudhon seconded. Ayes all.

Special Committee Liaison: Prudhon moved to appoint Steve Ruzek as Special Committee liaison for the coming year. Kermes seconded. Ayes all.

Economic Development Coordinator: Kermes moved to appoint Bill Short as Economic Development Coordinator for the coming year. Prudhon seconded. Ayes all.

Economic Development Attorney & Bond Consultant: Ruzek moved to appoint Jenny Boulton, Kennedy & Graven to serve as Economic Development Attorney & Bond Consultant for the coming year. Prudhon seconded. Ayes all.

Economic Development Consultant: Kermes moved to appoint Springsted, Inc. to serve as Economic Development Consultant for the coming year. Ruzek seconded. Ayes all.

Establish Regular Meeting Dates: Ruzek moved to designate that the Regular EDA Meeting dates shall correspond with the second Town Board Meeting of each month, beginning at 6:40 p.m., at Heritage Hall, 4200 Otter Lake Road. Prudhon seconded. Ayes all.

2019 Appointments

Economic Development Authority Appointments:

	2018	2019
President	Bob Kermes	Ed Prudhon
Vice-President	Ed Prudhon	Steve Ruzek
Treasurer	Steve Ruzek	Scott McCune
Assistant Treasurer /Secretary	Bill Short	Patrick Christopherson
EDAB Liaison	Bob Kermes	Ed Prudhon
Special Committee Liaison	Steve Ruzek	Scott McCune
Economic Development Coordinator	Bill Short	Patrick Christopherson
Economic Development Attorney & Bond Consultant	Jenny Boulton Kennedy & Graven	Jenny Boulton Kennedy & Graven
Economic Development Consultant	Springsted, Inc.	

Adopted by the Town Board January 23, 2019.

EDA
Regular & Organizational Meeting
January 23, 2019

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