



**HOUSING & REDEVELOPMENT
AUTHORITY (HRA) AGENDA**
Tuesday, December 20, 2011
6:50 p.m.
Coon Rapids City Center
Council Chambers

Call to Order

Roll Call

Approval of Minutes of Previous Meeting - December 6, 2011

New Business

1. HRA Budget and Tax Levy
 - a. Cons. Resolution HRA No. 11-3 Adopting the 2012 HRA Budget
 - b. Cons. Resolution HRA No. 11-4 Adopting the 2012 HRA Tax Levy

Other Business

Adjourn



Housing & Redevelopment Authority Regular Session

1.

Meeting Date: 12/20/2011

Subject: HRA Budget and Tax Levy

From: Sharon Legg, Finance Director

Information

INTRODUCTION

The Housing and Redevelopment Authority in and for the City of Coon Rapids (HRA) must approve the budget and tax levy for 2012.

DISCUSSION

The budget for the HRA is included in the 2012 Adopted City budget as Fund 69. Because the HRA is considered to be a separate entity, a budget and tax levy need to be adopted by the HRA.

ALIGNMENT WITH STRATEGIC VISION

This item relates to the **Community Development and Redevelopment** section of the 2030 Strategic Vision by conducting economic development efforts.

RECOMMENDATION

Staff recommends adoption of the following:

1. Adopt Resolution HRA No. 11-3 adopting the 2012 HRA budget.
2. Adopt Resolution HRA No. 11-4 adopting the 2012 HRA tax levy.

Attachments

Resolution HRA 11-3

Resolution HRA 11-4

RESOLUTION HRA NO. 11-3

RESOLUTION ADOPTING THE 2012 HRA BUDGET

WHEREAS, the Housing and Redevelopment Authority Fund is included as a part of the City of Coon Rapids budget; and

WHEREAS, revenues of \$2,260,428 and expenditures and transfers of \$419,538 are proposed; and

WHEREAS, these funds support economic development efforts consistent with the Coon Rapids Housing and Redevelopment Authority, provide for reviews of major commercial, industrial and housing developments, manages the tax increment program and transfers funds for tax increment debt service payments.

NOW, THEREFORE, BE IT RESOLVED that the Coon Rapids Housing and Redevelopment Authority in and for the City of Coon Rapids hereby adopts the 2012 budget, a summary of which follows:

REVENUES

General property taxes	\$825,000
Tax increment collections	1,172,950
Investment income	240,700
Payment on notes	21,778

Total Revenues 2,260,428

EXPENDITURES

Personal services	\$154,380
Other charges and services	36,760
Administrative	8,911
Supplies	1,000
Interest on loan	26,475
Land acquisitions & improvements	98,633

Total Expenditures 326,159

Transfer to Other Funds 93,379

Total Expenditures and Transfers 419,538

Adopted this 20th day of December, 2011.

Tim Howe, Chair

ATTEST:

Paul Johnson, Secretary

RESOLUTION HRA NO. 11-4

RESOLUTION ADOPTING THE 2012 HRA TAX LEVY

WHEREAS, the Housing and Redevelopment Authority Fund is included as a part of the City of Coon Rapids budget; and

WHEREAS, a preliminary levy of \$825,000 for the HRA was included in the 2012 Budget; and

WHEREAS, Minnesota Statute 469.033, Subdivision 6, limits the amount an HRA can levy to .018 percent of taxable market value which this levy is within.

NOW, THEREFORE, BE IT RESOLVED that the Coon Rapids Housing and Redevelopment Authority in and for the City of Coon Rapids hereby adopts the 2012 Tax levy for taxes payable in 2012 for the Housing and Redevelopment Authority.

Adopted this 20th day of December, 2011.

Tim Howe, Chair

ATTEST:

Paul Johnson, Secretary



Housing & Redevelopment Authority Regular Session

Meeting Date: 12/20/2011

SUBJECT:

Submitted For: Cathy Sorensen, City Clerk

Information

Approval of Minutes from Previous Meeting(s)

Approval of Minutes of Previous Meeting - December 6, 2011

Attachments

12-6-11 Minutes

UNAPPROVED

HOUSING AND REDEVELOPMENT AUTHORITY MEETING OF DECEMBER 6, 2011

A meeting of the Coon Rapids Housing and Redevelopment Authority was called to order by Chair Howe at 6:51 p.m. December 6, 2011, in the Council Chambers.

Members Present: Chair Tim Howe, Commissioners Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders, and Scott Schulte

Members Absent: None

1. CALL TO ORDER

Chair Howe called the meeting to order at 6:51 p.m.

2. ROLL CALL

None.

3. APPROVAL OF MINUTES OF NOVEMBER 15, 2011

MOTION BY COMMISSIONER SCHULTE, SECONDED BY COMMISSIONER SANDERS, TO APPROVE THE NOVEMBER 15, 2011, MINUTES AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

4. SALE OF SINGLE-FAMILY LOT, 11301 OSAGE ST., SCATTERED SITE:
 - A. CONDUCT PUBLIC HEARING;
 - B. APPROVE THE PURCHASE AND REDEVELOPMENT AGREEMENT WITH NOVAK-FLECK, INCORPORATED FOR LOT AT 11301 OSAGE STREET;
 - C. AUTHORIZE THE CHAIR AND SECRETARY TO EXECUTE THE DEED;
 - D. AUTHORIZE STAFF TO EXECUTE OTHER CLOSING DOCUMENTS AS NECESSARY TO CLOSE ON THE PROPERTY

Community Development Specialist Brown stated the HRA is asked to consider the sale of a single-family lot at 11301 Osage Street acquired as part of the Scattered Site Acquisition (SSA) program.

The property at 11301 Osage Street was acquired through the SSA program in 2007 for \$115,000. The house located on the property was demolished. Novak-Fleck Builders has offered \$30,000 for the lot, which reflects current market value. The buyer proposes to construct a three-bedroom, two-bathroom split-entry that meets the HRA's established design criteria. Staff feels that the design is compatible with surrounding houses.

A purchase and redevelopment agreement for the property, which includes the proposed house plan, was shared.

The agreement binds the buyer to constructing the proposed house by June 30, 2012 and also provides for the return of title to the HRA if the buyer should fail to perform as agreed.

Sale of this lot will return \$30,000 to the Scattered Site Acquisition account.

MOTION BY COMMISSIONER SCHULTE, SECONDED BY COMMISSIONER LARSON, TO APPROVE THE PURCHASE AND REDEVELOPMENT AGREEMENT WITH NOVAK-FLECK, INCORPORATED FOR THE PROPERTY AT 11301 OSAGE STREET; AUTHORIZE THE CHAIR AND SECRETARY TO EXECUTE THE DEED; AND AUTHORIZE STAFF TO EXECUTE OTHER CLOSING DOCUMENTS AS NECESSARY. THE MOTION PASSED UNANIMOUSLY.

5. OTHER BUSINESS

None.

6. ADJOURN

MOTION BY COMMISSIONER LARSON, SECONDED BY COMMISSIONER KOCH, TO ADJOURN THE DECEMBER 6, 2011, HRA MEETING AT 7:01 P.M. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted,

Cathy Sorensen
City Clerk