

Year in Review

On behalf of the entire team of dedicated staff in the Community Development Department, I am pleased to present the 2015 Annual Report. This is the fourth year that staff has prepared a summary of the major projects, programs and service activities from the previous year.

2015 was a year of change and transition in the department, with several new staff joining the team and a few existing staff stepping into new roles and responsibilities. These changes have allowed us to align our skills, talents and resources with the needs of the organization and the community we serve.

The 2015 report includes updates on some of the City's key priorities, including:

- Progress in redeveloping areas along Coon Rapids Boulevard, such as the new senior housing under construction at Port Campus Square; completion of the Mother Baby Center at Mercy Hospital in Port Wellness; and renewed development interest at Port Riverwalk.
- Continuation of efforts to retain and attract businesses through outreach, the *Open to Business* advisory service and financial incentives – with the goal of adding jobs and tax base to the community.

- Continuation of programs to encourage neighborhood investment through the nationally recognized *Homes for Generations II* program; the *ReGenerations Down Payment Assistance Program*, and *North Suburban Home Improvement Show*.
- A re-focused philosophy in the area of code enforcement that places a greater emphasis on education and other pro-active measures to encourage property maintenance in all neighborhoods.
- Enhanced use of technology to share information on a timelier basis and improve communication with both internal and external customers.

Delivering quality services and programs to Coon Rapids residents, businesses and other stakeholders is an essential part of our mission. We hope you find this report helpful in understanding what we do in the Community Development Department. Thanks to our staff for a great year in 2015 and to good things in the year ahead.

—Grant Fernelius
Community Development Director



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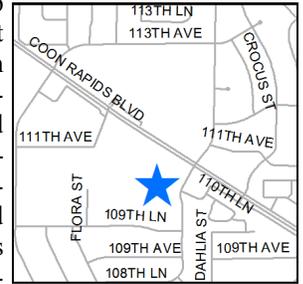
Coon Rapids Boulevard

RIVER NORTH APARTMENTS

A groundbreaking ceremony for the River North Apartments, by senior housing developer Dominion, was held in December 2015. This 167-unit senior apartment building, at the intersection of 109th Lane and Crooked Lake Boulevard next to the Coon Rapids Ice Center, is expected to open in early 2017. The building will include primarily one and two-bedroom units with a few three-bedroom units. Occupancy will be for seniors ages 55 and up. The project represents a major step forward in development efforts in the Port Campus Square district and along the Coon Rapids Boulevard corridor. The site previously contained an unused parking lot and two older houses. The City played an active role in facilitating this project, including selling the land, providing a loan, and providing tax-increment financing. This is a \$31 million project. Additional information can be found at www.rivernorth-apts.com or 763-762-4762.



River North Apartments



Port Riverwalk



Port Riverwalk Master Plan

The City relocated tenants of a blighted 20-unit apartment complex at 9864-9950 East River Road in Port Riverwalk. The Coon Rapids Fire Department burned the buildings as part of a training exercise in November 2015. The property will be held for future development.

City staff has met with various potential developers for portions of Housing and Redevelopment Authority-owned land in Port Riverwalk. The City adopted a new master plan for Port Riverwalk in 2013, which calls for a variety of types of residential development, a “parkway” connecting Egret Boulevard with Avocet Street to replace the existing Coon Rapids Boulevard frontage road, and possibly a

small amount of commercial development. Potential housing types could include townhomes, apartments or senior housing. The HRA will then decide to work with one or more developers. It is unlikely that a single developer would be interested in the entire 30+ acre site, given the amount of housing the market can support in a particular year.



Firefighter training at blighted apartment complex



Coon Rapids Boulevard

Mercy Hospital

In the Port Wellness district, a Mother Baby Center addition was constructed at Mercy Hospital. After completing a comprehensive review of the obstetrical services offered at Mercy and Unity hospitals, Allina Health combined the programs into one all-inclusive program at the new Mother Baby Center. The new center, a partnership between Allina Health and Children's Hospitals & Clinics of Minnesota, opened in July 2015. This was a \$20 million project.



The Mother Baby Center at Mercy Hospital

SuperAmerica

Construction of a new SuperAmerica convenience store on the corner of Egret Boulevard and Coon Rapids Boulevard began in the fall of 2015. Located in the Port Riverwalk redevelopment district, the new 3,500 square foot store includes a car wash and 16 fuel pumps. The store replaces an older car wash building on the site that sat vacant for several years. This was a \$2 million project.



SuperAmerica



Finance & Business Development

Open to Business

The City continued participation in the Metropolitan Consortium of Community Developers' Open to Business program, which provides technical assistance to existing and aspiring business owners, as well as financial resources for businesses that may not qualify for conventional financing. At the beginning of 2015, the program was offered in all of Anoka County. About 40 Coon Rapids businesses and residents were served by Open to Business in 2015.



Magnum Freight

Magnum Freight completed construction of a 42,000 square foot freight terminal on Evergreen Boulevard. The City's commercial revolving loan fund provided gap financing for the project, which relocated 172 jobs and added 65 jobs to the City and leveraged millions of dollars in private investment.



Board of Adjustment and Appeals

The Board of Adjustment and Appeals is composed of five community members appointed by the City Council. The functions of the Board are to conduct hearings and decide variances from the terms of the zoning and building maintenance codes; to consider and decide appeals from decisions made by the Building Official and Zoning Administrator and, for the purpose of such decisions, to interpret, construe, and decide meanings of the zoning and building codes; and to perform other duties prescribed by City Code or Minnesota Statutes. Under these duties, the Board of Adjustment and Appeals hears appeals to the decisions of the Hearing Examiner in the City's Administrative Citation process and hears objections of contested miscellaneous assessments, providing recommendations to the City Council on the application of these special assessments.

The Board considered forty-six cases during four regularly scheduled meetings held in 2015. Their case load included variance requests for two property owners from the City's land use regulations and forty-four miscellaneous assessment hearings. The Board approved a variance from the City's development regulations that reduced the required side yard setback for an accessory structure. On appeal of Board denial in a variance case, the City Council authorized a reduced setback for a fence from the public street right of way in a case where relocation of the fence was required when additional right-of-way was obtained for a roadway reconstruction project. Without exception, the City Council adopted the recommendations of the Board in special assessment objection hearings.

The Board of Adjustment and Appeals conducted two work sessions in 2015. In March, the Board reviewed the process by which the special assessment objection hearings are held. In September, the Board discussed the review and decision making process of granting variances. At that same work session, the Board reviewed basic principles of meeting rules, including the role of the chair and how motions are made and debated under Robert's Rules of Order.

See the appendix for the complete 2015 Board of Adjustment and Appeal hearing schedule.

Planning Commission



Exterior Elevations for Taco Bell

In 2015, the Planning Commission considered thirty-three planning cases during eleven regularly scheduled meetings. The Commission's review included ten site plans, six code changes, four zone changes and six land use plan amendments, and approval of the application of Use Flexibility. See appendix for the complete report. Some of the significant planning cases were:

- Coon Rapids Chrysler, Dodge and Jeep dealership. Approval for a property at Egret Boulevard and Woodcrest Drive for an expansion of the parking lot for .
- Taco Bell restaurant. Approval for a 2,800 square foot at 1885 Gateway Drive, Gateway Commerce Center.
- River North Apartments. Approval for a 167-unit senior apartment building with underground parking.
- Gateway Commerce Center. Amendment to the PUD, located at Hanson Boulevard and Highway 10, to allow an auto dealership and swim center.
- Approval for property at 1005 Coon Rapids Boulevard Extension to change from Single Family Residential to Moderate Density Residential zoning for redevelopment of the property into a townhome development.
- SuperAmerica convenience store. Approval for the construction of a 3,500 square foot with a car wash at Egret Boulevard and Coon Rapids Boulevard.
- Hope 4 Youth was granted "Use Flexibility" for a 12-resident transitional housing facility located at 80 Coon Rapids Boulevard.
- An ordinance amendment adding regulations governing taprooms, breweries, distilleries and cocktail rooms.



Building Inspections

The year of 2015 brought changes within the Building Inspections Division. Updated versions of the State Building Codes and State Septic System regulations have kept the department busy updating public information and making changes to enforcement policies. These changes were also incorporated in the new website design process at the same time. Despite the challenge, the work was completed and implemented over the course of the past year.

There are 36 property owners with onsite septic systems in the City. They were sent reminder letters to have the system's tank pumped out to keep them in good working order. Some of the owners have decided to hook up to sewer to avoid the maintenance regulations. The goal is to have all properties within the City on sewer and water services if it is available in the area.

Single Family home construction remained strong with 25 new homes built in 2015. This number is up 12 units from the previous year. The housing market in Coon Rapids has been gaining momentum since late 2014. Interest in vacant properties slowed a bit but remain healthy as investors purchased bank owned homes and made improvements to them. The City issued 115 permits for the inspection of vacant properties, this is down from 154 in 2014. Home remodeling and addition work was also down as interest has shifted more toward new construction as prices rise.

Commercial and industrial saw increases in new construction projects while remodeling and additions to existing buildings fell off slightly.

<u>Number of Permits Issued</u>	<u>2015</u>	<u>2014</u>	<u>Inspections Completed by Type</u>	<u>2015</u>	<u>2014</u>
Comm/Indust - New	12	9	Building	6492	7327
Comm/Indust - Remodel/Add	56	67	Electrical	2069	2315
Single Family - New	25	13	Mechanical	1541	1763
Single Family - Remodel/Add	140	166	Plumbing /Sewer & Water	1599	1941
TH Detached - New	3	0	User Defined	123	123
TH Attached - New	1	0			
Water Restoration/Vacant Property	115	154			

<u>Number of Permits Issued by Type</u>	<u>2015</u>	<u>2014</u>	<u>Key Numbers & Metrics</u>	<u>2015</u>	<u>2014</u>
Building	2074	2038	Total Inspections	11,912	13,639
Electrical	1385	1582	Total Project Valuation	\$92,763,137	\$170,622,209
Mechanical	1019	1020	Total Permit Fees	\$1,154,216	\$1,525,151
Plumbing	1264	1300			
Sewer & Water	65	66			
Signs	124	126			

Major Projects in 2015

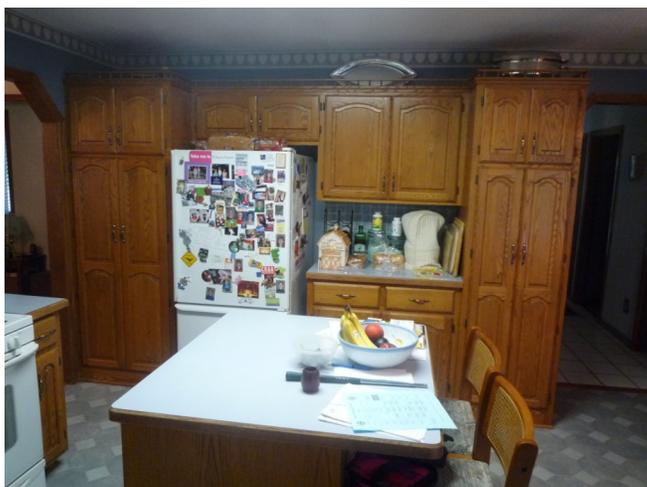
River North Apartments	\$18,800,000
SuperAmerica	\$2,000,000
Oxbowl Bend Apartment Remodel	\$1,900,000
Morris Bye Elementary HVAC Upgrade	\$1,360,000
Taco Bell	\$1,000,000
Smash Burger	\$450,000



Taco Bell, Gateway Drive



Coon Rapids Mortgage Assistance Foundation



Sterling Family Before and After photos of a kitchen remodel. Sterlings were the recipient of both the Home for Generations II program incentives and home improvement loan.



Home Improvement Loan Programs

The Coon Rapids Mortgage Assistance Foundation (CRMAF) established a housing loan program in 2005 offering several home improvement loan products to Coon Rapids residents. Included in the program are the following funds:

- Home for Generations II Program – fixed, low interest loans of up to \$50,000 for participants in the City’s Home for Generations II program that provides incentives for homeowners to undertake large scale, value-added remodeling projects. There are no income restrictions for borrowers. The CRMAF has provided grants totaling \$32,500 to underwrite the cost to homeowners for architectural consultations required by the program.
- Home Improvement Incentive Loan Program – revolving loans for repairs or value-added improvements to single- and two-family structures and interior work on townhouse and other common interest community properties. There are no income limits for borrowers.
- Home Rehabilitation Assistance Loan Program – low-interest loans for necessary repairs or improvements for borrowers earning not more than 110 percent of area median income. Area median income for the metropolitan statistical area was \$86,600 in 2015. Loan payments may be deferred for homeowners at or below 50 percent of area median income.
- Two-family Home Rehabilitation Program – loans at attractive interest rates for the exterior maintenance of two-family dwellings and program guidelines require that the work ensure the exteriors of both units remain compatible. There are no income limits for borrowers and payments may be deferred for borrowers at or below 50 percent of area median income.

Emergency Home Repair Program – loans for homeowners facing emergency repair needs but who are unable to access other funding sources. This fund is restricted to residents at or below 110 percent of area median income; payments are deferred.

This program provided \$279,848 in loan funds in 2015 to nine households accessing the Home Improvement Incentive, Home Rehab and Home for Generations II loan funds. In 2015, 18 homeowners entered agreements with the City to participate in the Home for Generations II program and six homeowners closed CRMAF Home for Generations II loans totalling \$258,940 to complete their major remodeling projects.

Down Payment Assistance

The ReGenerations Down Payment Assistance Loan Program was established in November 2009 with CRMAF program funds to provide down payment assistance for homebuyers using the FHA Section 203(k) mortgage product. The 203(k) mortgage permits the buyer to roll the purchase price plus rehabilitation costs into a single mortgage. The ReGenerations Program provides 3½ percent of the purchase price plus rehab costs – up to \$6,000 – in down payment assistance for undertaking a minimum of \$10,000 in rehab or remodeling investment in the property. There are no income limits imposed on borrowers. FHA mortgage limits of the 203(k) program apply. The ReGenerations loan is forgiven after ten years of owner occupancy. In 2015, the program closed loans for two first-time homebuyers providing \$12,000 in down payment assistance, leveraging \$33,115 in reinvestments to the properties, both of which were foreclosed properties. As of December 2015, the program has provided down payment assistance to 26 homebuyers, representing \$500,000 in property renovation on housing purchases of more than \$3.3 million. Over eighty percent of the sales have returned vacant, foreclosed properties to homeowner occupancy.



Community Development Block Grant Program

Title 1 of the federal Housing and Community Development Act of 1974 established the Community Development Block Grant (CDBG) program. Administered by the U.S. Department of Housing and Urban Development (HUD), the objective of the program is the sustainability of viable communities through decent housing, suitable living environments and expanded economic opportunities. Coon Rapids receives its metropolitan city entitlement grant through a Joint Request with Anoka County to HUD.

The City's CDBG 2014 program year operated throughout the year, closing on December 31, 2015. Through the Joint Request, and in accordance with a formula allocation established by HUD, Coon Rapids received a grant award of \$283,236, a decrease of nearly five percent from the prior program year. Through an agreement with Anoka County, thirty percent of the award is reserved for program administration, planning activities and public service programs. The remainder, together with program income, was directed to the City's CDBG Housing Rehabilitation Loan Program – a program that addresses minimum housing quality standards and reducing energy cost burdens by providing deferred, zero-interest home rehabilitation or energy conservation loans for qualifying households. Owner-occupied, low- and moderate-income households having earnings of not more than 80 percent of the area median income, based on family size – \$65,800 for a four person household in 2015 – can qualify for the program. In 2015, the program provided home rehabilitation or energy conservation loans for ten households. Since 2004, the City's CDBG program has provided deferred loans to 164 low- and moderate-income Coon Rapids households, helping them maintain suitable, safe and affordable housing.

Remodeling Advisor Visits

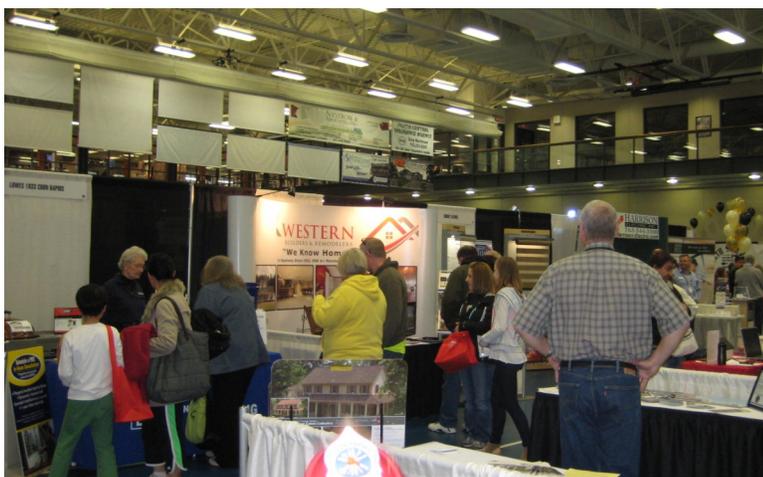
Coon Rapids contracts with the Center for Energy and Environment (CEE) to provide Remodeling Advisor Visits for its homeowners. They are a required component of the rehabilitation loan products offered through the Coon Rapids Mortgage Assistance Foundation loan programs where they are paid for through program funds. In addition, the City's Housing and Redevelopment Authority provides funds to make this service available to all Coon Rapids homeowners. Participants in the Home for Generations II remodeling program are encouraged to use this service. The service assists homeowners in identifying and prioritizing improvements and by providing objective remodeling advice. This is a free service to all homeowners. In 2015, Remodeling Advisor Visits were performed for 62 Coon Rapids homeowners by construction industry professionals of CEE.

Home Improvement Show



On March 21, 2015, Coon Rapids participated in the 17th annual North Suburban Home Improvement Show. Hosted by the cities of Coon Rapids, Andover and Anoka, Anoka

County and the Anoka Area Chamber of Commerce, the home improvement trade show has been held at the Andover YMCA Community Center each spring since 2007. Lowe's Home Improvements of Coon Rapids sponsored the ever popular Kids Workshop, providing more than 200 children opportunity to build their choice of toy trucks, birdhouses or other wooden projects. Local Cub Scout Pack 609 members provided assistance with the Kids Workshop and by collecting and delivering donations for the home improvement show's March is Minnesota Food Share Month food drive. Over 1,500 residents from the surrounding north metro area attended, including many Coon Rapids residents.



Home for Generations II



Home for Generations II was first made available in May 2013. This program offers subsidized consultations with architects, building permit rebates, grants and low interest loans to homeowners planning to make a large investment into their home valued at \$35,000 or higher. To be eligible, the home must be owner-occupied and at least 20 years old, and the scope of work must include at least one value added project such as: an addition, a covered front porch, moving/removing interior walls to change the layout, major kitchen, bathroom, or basement remodel, finishing a previously unfinished basement or attic, adding a bathroom, or converting a garage into livable space. Grants are available up to \$5,000 and 4.5% loans are available up to \$50,000.



In total, there have been 146 applications submitted and 48 projects subsidized through this program (2013 - 2015), leveraging more than \$3.4 Million worth of home improvements.

Home for Generations II was selected as a semi-finalist in Harvard's Innovations in American Government Award in 2015.



Six homes remodeled through the program were showcased in the 2015 Coon Rapids Home Remodeling Tour in May with hundreds of people touring each home. It was a great opportunity to showcase the great remodeling projects taking place in Coon Rapids which hopefully has inspired others to do the same at their own homes.

Summer in the City

The *Summer in the City* neighborhood meetings in the parks continued to be very well received and a great alternative to holding more traditional, indoor meetings. Police squad cars, fire trucks, and Public Works equipment were on-site for kids and families to look at and climb into. Music, ice cream, resident surveys, raffle drawing were also provided. City staff set up several tables with information and representatives from all City departments. Four *Summer in the City* neighborhood meetings were hosted – each hosted in one of the parks had been recently improved. Each meeting had between 75 - 125 people in attendance.



Property Maintenance

The Administrative Penalties Ordinance (City Code Chapter 2-1100) is a tool that has significantly increased the compliance rate with property owners in a timely manner. The Administrative Citation for a first offense is \$300, \$600 for a second offense, and so on, doubling at each offense. In 2015, the city issued a total of 1,631 Administrative Citations (including those for long grass). This volume is up from previous years since we now have two Property Maintenance Inspectors. Of the citations issued, the city abated 58 properties of junk and debris in the yard and 61 properties for long grass. Long grass complaints have been the number one complaint, followed by junk & debris, over the past 5 years.

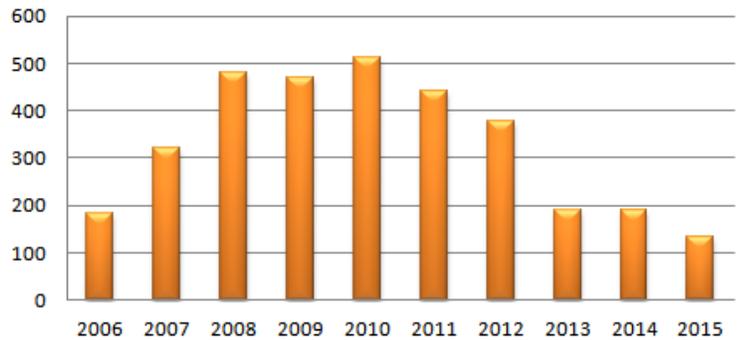


Vacant Properties

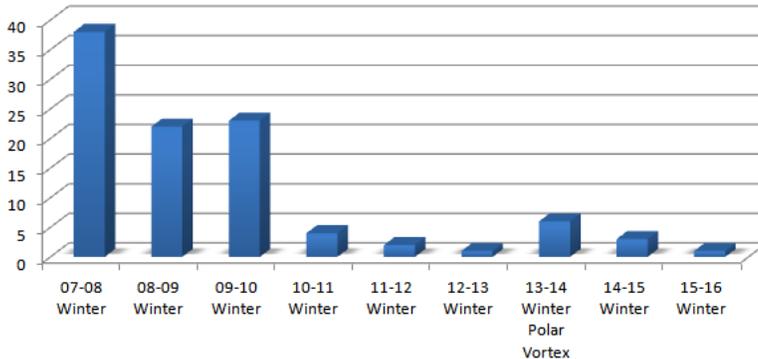
Coon Rapids continues to see a decline in foreclosures. In 2015, there were 134 foreclosures in Coon Rapids - the lowest since 2006. Vacant homes are vulnerable to a variety of issues such as vandalism, freezing pipes, flooding, squatting, and other property neglect like un-mowed lawns.

The Water Ordinance (City Code Chapter 13-216) has allowed City staff to turn water at vacant properties and has been an effective tool to protect the homes from excessive water damage. In 2015, there were 155 new vacant homes identified (down from 238 in 2014) and City staff disconnected water service at 105 of those and other vacant properties (down from 170 in 2014). The program's success is also reflected in fewer flooded homes each year.

City of Coon Rapids Foreclosures



Flooded Properties due to Frozen Water Pipes



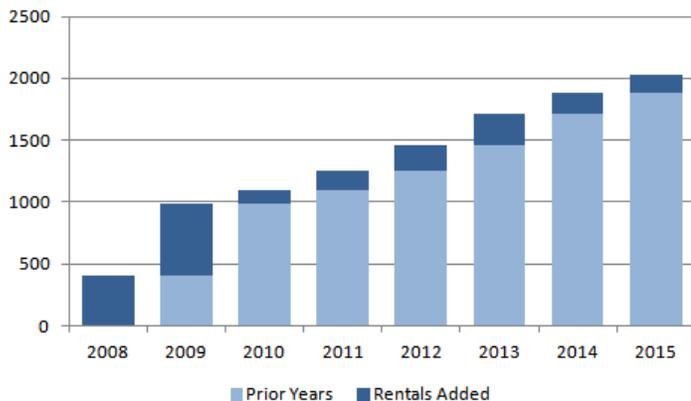
began tracking them in 2008. During the foreclosure crisis, Coon Rapids had over 800 vacant properties. The City's vacant housing stock is dwindling and sales prices are increasing.

Owners, realtors and mortgage companies continue to have the option of signing a waiver to keep water on at vacant properties as long as they do so within two weeks of the property being posted for water shut off and the property is connected to electric and gas service. In 2015, 59 requests for waivers were submitted (consistent with 60 in 2014) and 45 of them were approved to keep the water on. Those denied were done so because gas and/or electricity was disconnected, the water had been off longer than the two week grace period, or there were known building code deficiencies.

The City of Coon Rapids currently monitors a total of 234 vacant properties – the lowest level since City staff

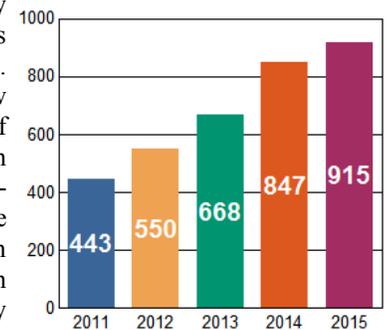
Rental Properties

Current Rental Units units added each year that are still rental (does not include apartment units)



The City's Rental Licensing ordinance (City Code Chapter 12-900) allows staff to identify and monitor the City's growing rental housing stock. In 2015, there were 149 new rental licenses issued – 143 of these properties had been converted from owner-occupied to rental. There are now a total of 5,703 (5,625 in 2014) licensed rental units in the city (674 single family homes, 1,082 townhomes, 272 twin homes, and 3,673 apartment units).

Number of Rental Inspections by Year



New Website

The City of Coon Rapids launched a new website in 2015. The new design and features include easy navigation, interactive mapping, event calendars, language translation, better search functions and much more. City staff provide regular updates to the website. Economic Development is featured as a “website within a website”. The Economic Development pages contain information on doing business in Coon Rapids, development opportunities with an interactive map to available space and land, Coon Rapids Boulevard development, and additional business resources. The site also includes a Business Directory, featured on the Economic Development homepage.

The screenshot displays the Coon Rapids Minnesota website homepage. At the top left is the logo with the tagline "Resources. Opportunities. Success." and social media icons. A search bar is located at the top right. Below the header is a navigation menu with categories: "DOING BUSINESS HERE", "DEVELOPMENT OPPORTUNITIES", "COON RAPIDS BOULEVARD", "RESOURCES", and "HOW DO I...".

The main content area features three featured cards:

- Groundbreaking Celebration for NEW Senior Apartments in Coon Rapids**: Includes a photo of a meeting and a "Read More" link.
- OPEN TO BUSINESS**: A green sign graphic with the text "Free Business Advice Available" and a "Read More" link.
- Development Highlights**: A photo of a modern interior space with a "Learn More" link.

Below these cards is a horizontal menu with icons and labels:

- Plans & Publications**: Info at Your Fingertips
- Map It**: Interactive Mapping of Coon Rapids
- Business Directory**: Businesses in Coon Rapids
- Request Business Visit**: We Want to Meet With You
- FAQs**: Frequently Asked Questions
- Notify Me®**: Sign Up for News Updates

The lower section contains three content blocks:

- News Flash**: A scrollable news item titled "Construction Underway on New Senior Apt. Project" with a "LEARN MORE" button.
- Calendar**: A placeholder for the event calendar.
- Video**: A video player showing the Coon Rapids logo and the text "Coon Rapids Business Success!" and "Business Success!".

The footer is divided into three columns:

- Contact**: Coon Rapids Economic Development, 11155 Robinson Dr., Coon Rapids, MN 55433, Ph: 763-767-6430, Email Us.
- Popular Links**: Meeting Agendas & Minutes, City Code of Ordinances, Bunker Hills Golf Club, Coon Rapids Ice Center, CTN - Coon Rapids Community TV Network.
- Helpful Links**: Site Map, Accessibility, Copyright Notices, Disclaimers, Employee Login.



Marketing and Outreach

Staff attended the Minnesota Commercial Association of Realtors (MNCAR) Commercial Real Estate Expo to market the City and its development opportunities and build relationships with commercial real estate brokers. The City was a MNCAR Sponsor in 2015, which provided increased exposure for Coon Rapids throughout the year.

- Continued its participation in the Minnesota Marketing Partnership, a marketing consortium comprised of cities and regions throughout the state, which provides communities cost-effective marketing opportunities. City Staff participated in the Minnesota Marketing Partnership's 2015 Site Selector Familiarization Tour which gave the City exposure to national site selectors.
- Advertised in a brand new State of Minnesota economic development publication to be used at national trade shows and other events to promote business development in the state.
- Published a semi-annual *Business Update* newsletter, which is mailed to all businesses in the City.
- Partnered with Greater MSP and Anoka County on the first ever Anoka County Commercial Real Estate Summit, which was attended by several dozen commercial real estate brokers from around the metro area.
- Hosted its annual Bankers' Breakfast in June. This event helps City staff build relationships with key businesses in the community and promote available resources.
- Continued a partnership with the Metro North Chamber of Commerce to host its Coon Rapids Business Council meetings, which help build relationships between the City and business community.



MNCAR booth

Residential Redevelopment

The Scattered Site Acquisition (SSA) program involves removing blighted or substandard structures and replacing them with high-quality homes. In 2015, the HRA acquired a property at 807 87th Lane for redevelopment and sold lots at 8554 East River Road, 1607 103rd Avenue, 11400 Hanson Boulevard, and 2260 Coon Rapids Boulevard. For each of the lots sold, new single family dwellings have been built, or permits have been issued, with the exception of 11400 Hanson Boulevard. Anoka County HRA moved a dwelling from Foley Boulevard to 11400 Hanson Boulevard.

The property at 12019 Round Lake Blvd was purchased in 2014 under the SSA program, and the structure was demolished. The lot was sold and a new single family dwelling was constructed in 2015.



8554 East River Rd



1607 103rd Ave



11400 Hanson Blvd



12019 Round Lake Blvd





11155 Robinson Dr NW
Coon Rapids, MN 55433
763-767-6430 Department
763-755-2880 Main

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Matt Small, Housing Inspector	763-767-6575
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