



**HOUSING AND REDEVELOPMENT  
AUTHORITY AGENDA  
Tuesday, December 4, 2018  
Immediately Following Regular Council Meeting  
Coon Rapids City Center  
Council Chambers**

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**Call to Order**

**Roll Call**

**Approval of Minutes of Previous Meeting**

1. Approve Minutes of September 18, 2018
2. Approve Minutes of October 16, 2018

**New Business**

3. HRA Budget and Tax Levy

**Other Business**

**Adjourn**



**HRA Regular**

**1.**

**Meeting Date:** 12/04/2018

**SUBJECT:** Approve Minutes of September 18, 2018

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**Attachments**

Minutes of September 18, 2018

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## HOUSING AND REDEVELOPMENT AUTHORITY MEETING OF SEPTEMBER 18, 2018

A meeting of the Coon Rapids Housing and Redevelopment Authority was called to order at 6:50 p.m. on September 18, 2018 in the Council Chambers.

Members Present: Chair Jerry Koch, Brad Greskowiak, Bill Kiecker, Wade Demmer, Jennifer Geisler, Brad Johnson, and Steve Wells

Members Absent: None.

### CALL TO ORDER

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Chair Koch called the meeting to order at 6:50 p.m.

### ROLL CALL

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All members were present.

### APPROVAL OF MINUTES OF PREVIOUS MEETING

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1. Approve Minutes of the August 21, 2018 HRA Meetings

MOTION BY COMMISSIONER KIECKER, SECONDED BY COMMISSIONER WELLS TO APPROVE THE MINUTES OF AUGUST 21, 2018. THE MOTION PASSED UNANIMOUSLY.

### PUBLIC HEARING

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### NEW BUSINESS

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2. Consider Amendment to Easement Agreements, Riverdale Station Apartments

Staff report was shared. Commissioner Demmer asked if access remained if the remaining property is sold. Community Development Specialist Brown said that access would remain. City Attorney Brodie will proceed with the sale of the land.

MOTION BY COMMISSIONER GEISLER, SECONDED BY COMMISSIONER JOHNSON TO APPROVE THE AMENDMENT TO EASEMENT AGREEMENTS FOR RIVERDALE STATION APRARTMENTS. THE MOTION PASSED UNANIMOUSLY.

### OTHER BUSINESS

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### ADJOURN

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MOTION BY COMMISSIONER WELLS, SECONDED BY COMMISSIONER JOHNSON, TO ADJOURN THE SEPTEMBER 18, 2018 MEETING AT 6:56 P.M. THE MOTION PASSED UNANIMOUSLY.

Approval Attestation:

Housing and Redevelopment Authority Minutes  
September 18, 2018  
Page 2  
Joan Lenzmeier, City Clerk



**HRA Regular**

**2.**

**Meeting Date:** 12/04/2018

**SUBJECT:** Approve Minutes of October 16, 2018

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**Attachments**

October 16, 2018

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## HOUSING AND REDEVELOPMENT AUTHORITY MEETING OF OCTOBER 16, 2018

A meeting of the Coon Rapids Housing and Redevelopment Authority was called to order at 7:51 p.m. on October 16, 2018 in the Council Chambers.

Members Present: Chair Jerry Koch, Brad Greskowiak, Bill Kiecker, Wade Demmer, Jennifer Geisler, Brad Johnson, and Steve Wells

Members Absent: None.

### CALL TO ORDER

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Chair Koch called the meeting to order at 7:51 p.m.

### ROLL CALL

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All members were present.

### PUBLIC HEARING

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#### NEW BUSINESS

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1. Consider Sale of Residential Lot, 9920 Olive Street

The staff report was shared. Commissioner Geisler noted the house generally fits and should meet the criteria. Community Development Specialist Matt Brown shared some language about garages. Commissioner Johnson said they paid \$57,000 and tore down the structure, he wanted to know what the cost was. Mr. Brown reported it was \$10-\$12,000 and the property is now selling for \$50,000. All efforts are being taken to recover costs. Commissioner Johnson asked when the house will be back on the tax rolls and wanted to know if in the future the City could look into conditions that would allow the City to get the property back if it's not built on time, or to charge for all costs. He would like to avoid contract disputes. City Attorney Brodie responded that the contract does cover that scenario.

Chair Koch opened the public hearing at 7:59 p.m. No one wished to speak.

Commissioner Demmer asked if the house can have a basement. Mr. Brown indicated that a geotechnical report was done and staff is confident it can be made into a split level. Commissioner Demmer asked if there was any reason to do something now in this area for drainage. Mr. Brown said he had no concern. Commissioner Greskowiak asked for an explanation of dewatering. Mr. Brown replied that it is a measurement taken during construction to remove the water and allow building. Commissioner Greskowiak is worried construction will impact other neighbors. Chair Koch noted that the building is above the water table.

**MOTION BY COMMISSIONER DEMMER, SECONDED BY COMMISSIONER KIECKER TO APPROVE THE SALE OF RESIDENTIAL LOT, 9920 OLIVE STREET. THE MOTION PASSED UNANIMOUSLY.**

Housing and Redevelopment Authority Minutes

October 18, 2018

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OTHER BUSINESS

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ADJOURN

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MOTION BY COMMISSIONER DEMMER, SECONDED BY COMMISSIONER KIECKER, TO ADJOURN THE OCTOBER 16, 2018 MEETING AT 8:10 P.M. THE MOTION PASSED UNANIMOUSLY.

Approval Attestation:

Joan Lenzmeier, City Clerk



**HRA Regular**

**3.**

**Meeting Date:** 12/04/2018

**Subject:** HRA Budget and Tax Levy

**From:** Sharon Legg, Finance Director

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**INTRODUCTION**

The Housing and Redevelopment Authority for the City of Coon Rapids (HRA) must approve the budget and tax levy for 2019.

**DISCUSSION**

The budget for the HRA is included in the 2019 City Budget as the Housing and Redevelopment Fund. Because the HRA is considered to be a separate entity, a budget and tax levy need to be adopted by the HRA. The 2019 proposed budget can be viewed on the City website here:

<http://www.coonrapidsmn.gov/549/Finance>.

**RECOMMENDATION**

HRA Budget and Tax Levy:

- a. Adopt Resolution HRA 18-5 adopting the 2019 HRA budget.
  - b. Adopt Resolution HRA 18-4 adopting the 2019 HRA tax levy.
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**Attachments**

Resolution 18-4 HRA Levy

18-5 HRA Budget

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**RESOLUTION HRA NO. 18-4**

**RESOLUTION ADOPTING THE 2019 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 \$725,000 for the HRA was included in the 2019 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; and

**NOW, THEREFORE, BE IT RESOLVED** that the Coon Rapids Housing and Redevelopment Authority hereby adopts the 2019 Tax levy for taxes payable in 2019 for the Housing and Redevelopment Authority.

Adopted by the Coon Rapids HRA this 4th day of December, 2018.

ATTEST:

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Jerry Koch, Chair

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Brad Johnson, Secretary

**RESOLUTION HRA NO. 18-5**

**RESOLUTION ADOPTING THE 2019 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 \$1,299,577 and expenditures of \$872,796 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 and manages the tax increment program and revolving loan program; and

**NOW, THEREFORE, BE IT RESOLVED** that the Coon Rapids Housing and Redevelopment Authority hereby adopts the 2019 budget, a summary of which follows:

REVENUES	
General property taxes	\$725,000
Tax increment collections	191,934
Investment income	328,196
Payment on notes	44,483
Other revenue	9,964
Total Revenues	\$1,299,577
EXPENDITURES	
Personal services	\$257,019
Other charges and services	506,472
Administrative	108,305
Supplies	1,000
Total Expenditures	\$ 872,796

Adopted by the Coon Rapids HRA this 4th day of December, 2018.

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Jerry Koch, Chair

ATTEST:

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Brad Johnson, Secretary