

**ROBBINSDALE
ECONOMIC DEVELOPMENT AUTHORITY
AGENDA
7:00 P.M.
TUESDAY, FEBRUARY 13, 2018
COUNCIL CHAMBERS**

1. MEETING CALLED TO ORDER
2. MICROPHONE CHECK:
3. ROLL CALL: Backen, Blonigan, Murphy, Rogan, President Selman
4. CONSENT AGENDA:
Pursuant to REDA policy, one motion, non-debatable, will approve the recommendation noted. Any member of the REDA Board may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
 - A. **Motion** to approve and order placed on file minutes of the following:
 - **Regular Meeting Minutes** of January 9, 2018..... **2-5**
 - B. **Motion** to accept update regarding the **Open for Business** program..... **6-8**
 - C. **Motion** to approve Disbursement Requests for period ending February 13, 2018..... **9**
5. CONTINUED PUBLIC HEARINGS:
 - A. 4530 Regent - Disposition of Land..... **10**
6. PUBLIC HEARINGS:
 - A. None scheduled.
7. OLD BUSINESS:
 - A. None scheduled.
8. NEW BUSINESS:
 - A. None scheduled.
9. OTHER BUSINESS:
 - A. None scheduled.
10. INFORMATION ONLY:
 - A. No action required..... **11-12**
11. REDA GENERAL COMMUNICATIONS
12. ADJOURNMENT

Marcia E Glick

Marcia Glick, Executive Director

**ROBBINSDALE
ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
6:30 P.M.
TUESDAY, JANUARY 9, 2018
COUNCIL CHAMBERS**

1. The meeting was called to order by President Backen at 6:32 p.m.
2. Commissioners Present: Blonigan, Selman, Rogan, President Backen
Murphy (arrived at 6:41 p.m.),
Staff Present: Rick Pearson, Community Development Coordinator
Marcia Glick, Executive Director
3. **CONSENT AGENDA:**
MOTION by Member Selman, seconded by Member Blonigan to approve the following Consent Agenda Items:
 - A. **Motion** to approve and order placed on file minutes of the following:
 - **Regular Meeting Minutes** of December 12, 2017.
 - **Special Meeting Minutes** of January 2, 2018.
 - B. **Motion** to recommend that US Bank, Citizens Independent Bank and the 4M Fund be **designated as depositories** of the Robbinsdale Economic Development Authority funds for 2018.
 - C. Motion to authorize the Executive Director to amend the development agreement for **3905 Quail Ave N** extending the deadline for closing to April 30, 2018,
 - D. **Motion** to approve **Disbursement Requests** for period ending January 9, 2018.

The vote was 4-0 and the motion carried. (Murphy absent)

5. **ANNUAL ELECTIONS:**

- A. Election of Officers:
MOTION by Member Blonigan, seconded by Member Rogan to elect the officers as follows:

President:	Commissioner Selman
Vice-President:	Commissioner Rogan
President Pro-Tem:	Commissioner Blonigan
Treasurer:	Commissioner Murphy
Assistant Treasurer:	Commissioner Blonigan
Secretary:	Commissioner Backen
Executive Director:	Marcia Glick

The vote was 4-0 and the motion carried. (Murphy absent)

Member Selman took over as President.

- B. Designation of Official Newspapers:
MOTION by Member Rogan, seconded by Member Backen to designate the Crystal•Robbinsdale SunPost as the official newspaper for the Robbinsdale Economic Development Authority for 2018.
The vote was 4-0 and the motion carried. (Murphy absent)

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- C. 2018 Meeting Dates:
- Tuesday, January 9 (6:30 pm start time)
 - Tuesday, February 13
 - Tuesday, March 13
 - Tuesday, April 10
 - Tuesday, May 8
 - Tuesday, June 12
 - Tuesday, July 10
 - Wednesday, August 15 *Note: Tuesday, August 14th is Primary Election Day*
 - Tuesday, September 11
 - Tuesday, October 9
 - Tuesday, November 13
 - Tuesday, December 11

MOTION by Member Blonigan, seconded by Member Backen to approve REDA meeting dates noting that Tuesday, August 14, 2018 meeting date is the primary election day and will be rescheduled to Wednesday, August 15, 2018. **The vote was 4-0 and the motion carried. (Murphy absent)**

#9A NEW BUSINESS:

Interfund Loan for Future Anticipated TIF Districts

6. Jacobson reviewed the agenda item. He confirmed this is a typical action providing the opportunity for REDA to recoup development costs from future tax increment receipts.
7. Member Murphy arrived at 6:41 p.m.
8. **MOTION** by Member Rogan, seconded by Member Backen to waive the reading and order the adoption of the resolution to authorize an interfund loan for eligible REDA General Development Fund expenditures that will occur during 2018 and 2019, and are intended to be reimburse by future tax increment revenues through the creation of future tax increment financing districts I an amount not to exceed \$1,000,000 and specifying the interest rate to be variable, fluctuating with the maximum rate allowed under State Statue.
All were in favor and the motion carried.

#9B NEW BUSINESS:

2018 Proposed Budget:

9. Jacobson reviewed the staff report.
11. Glick noted a correction on page 2 in Commercial Loan Program area.
12. The Board requested multi-year review of the performance of Project 8.

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13. **MOTION** by Member Rogan, seconded by Member Backen to waive the reading and order the adoption of the resolution adopting the 2018 Budget of the Robbinsdale Economic Development Authority and Approving Amendment to the 2017 Budget. **All were in favor and the motion carried.**

#6A CONTINUED PUBLIC HEARINGS:

3912 Quail - Disposition of Land

14. Pearson reviewed the staff report.
15. **Chuck Beckmann, 15827 Madison St., Ham Lake, MN** responded to questions on the floor plans.
16. President Selman declared the public hearing open. No one spoke to this item.
17. **MOTION** by Member Rogan, seconded by Member Backen to close the public hearing. **All were in favor and the motion carried.**
18. **MOTION** by Member Rogan, seconded by Member Backen to adopt the resolution and award the lot to Beckmann Custom Homes, LLC and authorize the Executive Director to execute a development agreement. **All were in favor and the motion carried.**

#7A PUBLIC HEARINGS:

4530 Regent – Disposition of Land

19. Pearson presented the staff report.
20. President Selman opened the public hearing. No one spoke to this item.
21. **MOTION** by Member Backen, seconded by Member Murphy to continue the public hearing to February 13, 2018 at 7:00 p.m. **All were in favor and the motion carried.**

#8 OLD BUSINESS: None Scheduled

#10. OTHER BUSINESS: None scheduled

#11. INFORMATION ONLY:

22. Glick requested that Chuck Beckmann provide an update on the Robbins Beach Project.
23. Chuck Beckmann noted that the storm, sanitary and water hook ups were in; fire hydrant to be relocated; and cul-de-sac blacktopped. He's planning to move forward with a model started on the lake. Neighbors have asked him to remove the willow tree.
24. Glick confirmed that there is no requirement in the Development Agreement that requires preserving any trees.

#12. REDA GENERAL COMMUNICATIONS

25. Glick noted there will be a Work Session at the end of the meeting.

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26. Member Blonigan noted significant site preparation has been completed at Robbins Beach.
27. Member Murphy noted that posters at the Walgreens site store entrance are missing. He also thanked the businesses along West Broadway that helped with the holiday decorations.

#13. ADJOURNMENT:

28. **MOTION** by Member Blonigan, seconded by Member Murphy to adjourn the meeting at 7:21 p.m. **All were in favor and the motion carried.**

Marcia Glick, Executive Director



AGENDA ITEM # **4B**
February 13, 2018

Consent: Open to Business Update

BACKGROUND:

The Open to Business program includes business plan development, feasibility studies, cash flow and financing projections, marketing, loan request preparations and advocacy with lending institutions. The program is operated by Metropolitan Consortium of Community Developers (MCCD.) A representative has been in Robbinsdale every other odd numbered month and also available to consult by appointment.

Originally the contract needed to be renewed on an annual basis. It was transformed to a multi-year contract with option to terminate. The annual fee is \$3,750

Update

It has been a benefit to have a confidential opportunity for those with business ideas to talk through their plans with the Open to Business staff, particularly with their knowledge of business financing options. The 2017 report is attached.



Marcia Glick, Executive Director



Updates

City/County:
Time Frame:

Robbinsdale
1/1/17-12/31/17

Clients Served:

Client Inquiry	1
New Entrepreneur/Start-up	5
Existing Business	1
Total	7

How did client hear about OTB:

• Municipality (newsletter)	2
• Bank Referral	2
• Entrepreneur	1
• Other	1
• Friends/Family	1

Direct & Facilitated Financing approved:

# of loans	1
Amount	\$240

Capital Leveraged: \$1,000

Jobs retained or created from MCCD
closed loan clients: 0

Program related hours TA/Admin: 60

Types of Services Provided:

Cash Flow analysis & projections	Record keeping/bookkeeping
Business purchase analysis	Strategic planning
Marketing	Tax advice and assistance
Loan facilitation	Real Estate analysis
Loan packaging	

Industry Segment:

Service	1
Retail	2
Food	1
Real Estate/Construction	1
Manufacturing	1

Client Demographics

Demographic	# of Clients	TA Hours
Women Entrepreneurs	2	27
Minority Entrepreneurs	1	2
Low Income Entrepreneurs	4	31

Types of Businesses:

Commercial building purchase for salon	Dry Cleaning drop off	Record Store
Hardware store purchase	Homemade Vegan soaps	Food truck

Client Highlights:

- Assisted client with financial analysis, business purchase evaluation and financing options for the purchase of an Ace hardware store.
- Helped home based business with recordkeeping, tax education, branding and product costing. Entrepreneur received a \$1,000 microgrant for equipment that increased her production capacity.
- Advised client on financing options to expand his dry cleaning business
- Assisted hair stylist with evaluating the purchase of a commercial condo for a salon solo concept

Credit Builder Loans:

In 2017, MCCD provided one credit builder loan to a Robbinsdale resident. MCCD works in partnership with several nonprofit organizations to offer the credit building program. Our partners provide financial counseling in conjunction with small personal loans from MCCD. This combination of counseling with loans is helping program participants improve their credit scores, thus allowing for better interest rates for various types of lending.

Client testimonial from Robbinsdale entrepreneur

"I am so happy and grateful for this opportunity and cannot wait for what the future holds for me, my son, and my business."

Open to Business client that got approved for a MicroGrant.



AGENDA ITEM **# 4C**
February 13, 2018

**CONSENT AGENDA: Disbursement Requests for period ending
February 13, 2018**

This information will be distributed at the meeting.



AGENDA ITEM # **5A**

February 13, 2018

PUBLIC HEARING: Disposition of lot at 4530 Regent Ave. N.

BACKGROUND:

The lot at 4530 Regent is available to builders who are willing to construct homes in accordance with the Quail Ridge standards.

ANALYSIS/CONCLUSION:

The asking price had previously been \$40,000. The lower price is based partly on the Quail Ridge performance expectations and known site clearance issues. The Hennepin County Appraiser estimated the market value at \$55,000.

RECOMMENDATION:

1. Open the public hearing.
2. Continue the public hearing until March 13, 2018 at 7 pm.

Marcia Glick, Executive Director

CONCURRENCE:

Rick Pearson, Community Development Coordinator



Agenda Item # **10A**
February 13, 2018

INFORMATION ONLY: Project Updates

ADDRESS	COMMENTS
Twin Oak cul-de-sac (<i>Beckmann</i>)	Site preparation underway.
3807 Major (<i>Hyland</i>)	TIF 2000-8. Homeowners moved in 12.16.17. Exterior work needs to be completed – painting, landscaping, sidewalk. Certificate of Completion not yet signed.
4629 France (<i>Carlyle</i>)	Purchase agreement signed. Right of entry for survey and tree removal.
4524 Regent (<i>Hammer</i>)	Closing deadline 4.30.18 – earnest money forfeited.
4530 Regent	Public hearing. <i>See agenda item.</i>
3912 Quail (<i>Beckmann</i>)	TIF 2000-9. Purchase agreement not yet signed. Closing deadline 5/31/2018
3905 Quail (<i>Beckmann</i>)	TIF 2000-9. Closing deadline 4/30/2018.
3606 Lake Drive	Considering Park option.
4136 Regent – Garages (<i>Pendergast</i>)	TIF Project 8: Mortgage payments for acquisition started 6/2016.
39xx W. Broadway	Property is tax exempt pending redevelopment.
3636 France	Property REDA owns north of St Petersburg – possible sale in 2018
MNDOT Misc. (lots to acquire)	1. Vera Cruz between 41 & 42. 2 buildable lots available. 2. 42xx Toledo-lot on new street/new alley – appraisal requested 3. <u>Easement Only</u> – aging title commitment – on hold: 38 th & Vera Cruz
3760 Lee	Possible sale to City for water treatment plant.
3108-12 Grimes	Holding.
4212 Grimes; 4364 Grimes	Neighbors maintaining
OPEN TO BUSINESS	Office Hours even numbered months. 1 st Wednesday 9:30-11:30 a.m. Multi-year contract with ability to cancel. <i>See agenda item.</i>
4205 W Broadway BP Station	Option agreement signed. County assisting with environmental follow up. County grant \$400,000 TOD. Expect closing late February.
4614 41 ½ Ave N	Building leased to Soul Brothers for office, meeting space, and catering office.
Terrace Redevelopment TIF Agt.	Hy-Vee construction underway. Future action on TIF Note, etc.
4165 Hubbard N Side Oriental Mkt	Lease payments on schedule
4501 Orchard (<i>Soul Brothers</i>)	Contract for deed payments on schedule. Final payment in May 2018
4131-35 W Broadway/ PAMP Façade loan	Contract for Deed Payments on schedule. REDA approved. Waiting on payoff of contract for deed. Reviewing options.
Lions Gym Façade loan	Projects completed – forgiven after 10 years (January 2022)
EMI Rehab Façade loan	Projects completed – forgiven after 10 years (January 2022)
Wicked Wort – Façade loan	Project completed – forgiven after 10 years (December 2025)
Golden Age Design Façade loan	Project completed – forgiven after 10 years (December 2026)
Clare Housing TIF District	Pay-as-you-go TIF agreement.
Downtown/Plaza Project	Checkerboard patterns being repaired. 2 nd Mural is in discussion. Robin Center would be open to mural N side of lower center.
Business District Initiative	See Detail on next page. Completion required by October 2018.

Marcia E. Glick

Marcia Glick, Executive Director

Business District Initiative - \$35,000 Project deadline October 2018		
Ace Hardware - Awning - Potential request —owner change	Total Budget \$3,433.20	Grant \$1,144.40 complete
Straight Stuff - awning & paint	\$3,029.62	\$1,010 complete
Performance Meals - awning - window and other façade update	\$2,900 \$22,101	\$ 966.77 complete \$7,367
4180 W Broadway - awnings & paint	\$6,200	\$1,111.29 complete
Lions Gym - Hubbard window/door also doing window on N side	\$5,842 grant elig. \$ 7,368 total	\$1,947.70 complete
Wickedly Charming - Windows, stucco repairs, signs	\$4,746.68	\$1,582.22 complete
Golden Age Design - Hubbard side sign, lights, paint - Loan on WB side - Decided not to do lighting addition	\$5812 total project - \$3,874.67 loan	\$ 1,937.33 complete
P & D Mechanical (early 2018) - Confirmed interest in N side stucco		
Nonna Rosa's - Awnings - Considering window updates	\$2,670 est. plus permits included rear entrance not eligible for grant.	\$ 769.33 awnings
Broadway Court - Commercial Space awning and lighting updates	\$5034	\$1,678 complete
Wicked Wort - Time/Temp Sign Update	\$29,661.07	\$9,887.02 complete
	Total Investment \$45,856.50 Pending \$22,101 Total project \$67,957.50 Incentive Budget \$35,000	Total Complete \$22,034.06 Pending \$ 7,367 Total \$29,401.06 Remaining \$5,598.94