

**LINO LAKES
ECONOMIC DEVELOPMENT AUTHORITY
MEETING**

Monday, January 22, 2024
Immediately Following Regular City Council Meeting
City Council Chambers

1. Call to Order and Roll Call
2. Consideration of Minutes of December 11, 2023
3. Action Items
 - A) Consideration of 2024 Annual Appointments
 - B) 2023 Annual Report
 - C) Public Hearing. Consider Resolution No. 24-01, Approving Sale of Property to MIT USA, LLC, Apollo Business Park, Michael Grochala
4. Adjourn

**CITY OF LINO LAKES
ECONOMIC DEVELOPMENT AUTHORITY
MEETING**

DATE: December 11, 2023
TIME STARTED: 8:10 PM
TIME ENDED: 8:17 PM
EDA MEMBERS PRESENT: Rafferty, Lyden, Stoesz, Ruhland, Cavegn
STAFF PRESENT: Michael Grochala, Community Development Director,
Sarah Cotton, EDA Executive Director

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:10 PM by EDA President Cavegn. All members were present.

2. CONSIDERATION OF JANUARY 23, 2023 MEETING MINUTES

EDA Member Rafferty moved to approve the May 22, 2023 meeting minutes. The motion was seconded by EDA Member Stoesz. All voted in favor; the motion carried unanimously.

3. ACTION ITEM

A. Consider Resolution No. 23-02, Approving Purchase of Tax Forfeited Property

Community Development Director Michael Grochala provided details to the EDA on a proposal to purchase tax forfeited property located within the Apollo Business Park in an effort to support industrial expansion opportunities, specifically for the EDA's consideration is parcel number 18-31-22-41-0011, for the amount of \$900, plus applicable recording and state fees.

i. Motion to: Approve EDA Resolution 23-02

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Rafferty
SECONDER:	Ruhland
AYES:	Rafferty, Ruhland, Lyden, Stoesz Cavegn,

4. ADJOURN

A. Motion to: Adjourn

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ruhland
SECONDER:	Rafferty
AYES:	Ruhland, Rafferty, Lyden, Stoesz Cavegn,

The meeting was adjourned at 8:17 PM.

DRAFT

**LINO LAKES ECONOMIC DEVELOPMENT AUTHORITY
AGENDA ITEM 3A**

STAFF ORIGINATOR: Michael Grochala

MEETING DATE: January 22, 2024

TOPIC: Consideration of 2024 Annual Appointments

VOTE REQUIRED: Simple Majority

BACKGROUND

The Economic Development Authority (EDA) was established in 1990 pursuant to Minnesota Statutes, Chapter 469. The EDA is governed by a board of commissioners consisting of the City Council.

Each year, the Economic Development Authority is required by its by-laws to hold an annual meeting and to make a number of appointments. The President, Vice President, and Treasurer positions have historically rotated annually among the membership. The following is a list of appointments for your consideration:

Position	2023	2024 Recommended
1. President	Tony Cavegn	Rob Rafferty
2. Vice President	Rob Rafferty	Dale Stoez
3. Treasurer	Dale Stoesz	Chris Lyden
4. Secretary	Community Development Director	Community Development Director
5. Assistant Treasurer	Finance Director	Finance Director
6. Executive Director	City Administrator	City Administrator
7. Official Newspaper	Quad Community Press	Quad Community Press
8. Legal Depositories	First Resource Bank LMC 4M Fund PMA Financial Networks PMA Securities Moreton Capital Markets US Bank	First Resource Bank LMC 4M Fund PMA Financial Networks PMA Securities Moreton Capital Markets US Bank

Position	2023	2024 Recommended
9. Legal Services	Kennedy & Graven, Rupp, Anderson, Squires & Waldspurger	Kennedy & Graven; Squires, Waldspurger, & Mace P.A.
10. Financial Advisor	NA	Ehlers

Ehlers was added as the EDA’s Financial Advisor for 2024. The appointments can be made in one motion.

RECOMMENDATION

Staff is recommending Board prerogative or as recommended.

ATTACHMENTS

1. Past Board appointments 2013 - 2023

EDA Advisory Board (2017-2023)

2017

- President – Rob Rafferty
- Vice President – Michael Manthey
- Treasurer – Melissa Maher

2018

- President – Michael Manthey
- Vice President – Melissa Maher
- Treasurer – Dale Stoesz

2019

- President – Melissa Maher
- Vice President – Dale Stoesz
- Treasurer – Rob Rafferty

2020

- President – Dale Stoesz
- Vice President – Chris Lyden
- Treasurer – Michael Ruhland

2021

- President – Chris Lyden
- Vice President- Michael Ruhland
- Treasurer- Tony Cavegn

2022

- President – Michael Ruhland
- Vice President- Tony Cavegn
- Treasurer- Rob Rafferty

2023

- President – Tony Cavegn
- Vice President- Rob Rafferty
- Treasurer- Dale Stoesz

**LINO LAKES ECONOMIC DEVELOPMENT AUTHORITY
AGENDA ITEM 3B**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: January 22, 2024

TOPIC: 2023 Annual Report

VOTE REQUIRED: 3/5

BACKGROUND

Each year staff is required to provide a recap of the prior year activities undertaken by the board. In 2023, the EDA undertook the following development activities.

1. Approved the assignment of Contract for Private Development for AX Lino Lakes – TIF District 1-12 (Distribution Alternatives)
2. Approved the acquisition of tax forfeit property in the Apollo Business Park from Anoka County.

Overall, the City continued to see substantial development activity in 2023. 112 new residential construction permits were issued in 2023. Commercial activity was strong with several new businesses opening and two currently under construction. Total building permit valuation was approximately \$57,583,000.

Staff is also reporting that no modifications to the EDA enabling resolution are needed or proposed.

RECOMMENDATION

Staff is recommending that the EDA accept the report.

ATTACHMENTS

1. Enabling Resolution

Member Bohjanen introduced the following resolution and moved its adoption:

CITY OF LINO LAKES
RESOLUTION NO. 33 - 90

ENABLING RESOLUTION ESTABLISHING AN
ECONOMIC DEVELOPMENT AUTHORITY UNDER
MINNESOTA STATUTES SECTIONS 469.090
TO 469.108

WHEREAS, Minnesota Statutes Sections 469.090 through 469.108 (the "EDA Act"), authorizes cities to establish an Economic Development Authority ("EDA") with specified powers and obligations to promote and to provide incentives for economic development; and

WHEREAS, the City Council of the City of Lino Lakes, Minnesota (the "Council") has determined that it is in the best interest of the City of Lino Lakes, Minnesota (the "City") to establish an EDA in order to preserve and create jobs, enhance its tax base, encourage development and redevelopment, promote the general welfare of the people of the City and assume primary responsibility for development activities within the City; and

WHEREAS, the Council has provided public notice and conducted a public hearing on June 11, 1990, concerning the establishment of an EDA and has fulfilled all other legal requirements for the establishment of an EDA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LINO LAKES AS FOLLOWS:

1. The Lino Lakes Economic Development Authority is hereby established pursuant to Section 469.091, Subd. 1 of the EDA Act.
2. The EDA shall have all of the powers, rights, duties and obligations conferred on economic development authorities by Sections 469.090 to 469.108, including the powers of a city granted by the City Development District Act, Minnesota Statutes Sections 469.124 through 469.134 and of

housing and redevelopment authorities granted by the Housing and Redevelopment Authorities Act, Minnesota Statutes Sections 469.001 through 469.047, or other law.

3. It is the intention of the Council, by adoption of this enabling resolution, to grant to the EDA the powers set forth in paragraph 2, while at the same time leaving unaffected by this action all powers of the City of Lino Lakes. Specifically, the City shall retain all powers necessary to carry out all development activities not hereby transferred to the EDA.
4. The EDA shall have the power of eminent domain as set forth in Section 469.101, Subdivision 4 of the EDA Act and in Chapter 9, Eminent Domain, of the City Charter.
5. The EDA shall be governed by a board of commissioners ("Commissioners") consisting of the City Council members. The terms of the Commissioners shall coincide with their terms of office as members of the Council in that such term shall expire with the expiration of the Council term being served at the time of their appointment.
6. In accordance with Section 469.100, Subdivision 2 of the EDA Act, the EDA shall submit its budget annually to the Council for approval by the Council. Within thirty (30) days of appointment of the first Board of Commissioners of the EDA pursuant to paragraph 2 hereof, the Commissioners shall submit for Council approval a temporary budget covering the period from the date of such submittal until January 1, 1991. The EDA shall submit for approval of the Council a proposed budget for the following full calendar year and shall do so in accordance with Council directions. In addition, upon submittal of its proposed annual budget to the Council, the EDA shall provide the Council an account of its receipts and expenditures as required by Section 469.100, Subdivision 4 of the EDA Act.
7. The city administrator for the City shall act as the Executive Director of the EDA and, in such capacity, shall act at the direction of the Commissioners.
8. The City Council or its designees (the "Administration") may provide such City staff to the EDA as the EDA may require; provided that the Administration may require reasonable reimbursement by the EDA for costs associated with the provision of such staff; and provided further that nothing in this paragraph shall preclude the EDA from hiring such personnel as the EDA may from time-to-time determine.
9. Each year, within sixty (60) days of the anniversary date of the first adoption of this enabling resolution, the EDA shall submit to the Council its report regarding recommended modifications, if any, of this enabling resolution as provided in Section 469.093, Subdivision 3 of the EDA Act.
10. All financial books, records, accounts and reports of the EDA shall be prepared, presented and retained by the finance department of the City,

which department shall have the responsibility for administering the finances of the EDA as it does the finances of the City; provided that the Administration may require reasonable reimbursement by the EDA for costs associated with the provision of such services by the finance department.

11. There is attached hereto as Exhibit "A" a list of municipal development districts created by the Council pursuant to Minnesota Statutes Sections 460.124 through 469.134 and tax increment districts created by the Council pursuant to Minnesota Statutes Sections 469.174 through 469.179, or its predecessors, the control, authority and operation of which are hereby transferred to the EDA. The EDA shall accept the transfer of these projects and districts and shall pledge to perform the terms, conditions and covenants of all agreements outstanding with respect thereto.
12. With respect to the projects and districts transferred to the EDA from the City, there is no litigation involving the City, no agreements to which the City is a party nor real or personal property owned by the City.
13. The City shall appropriate and transfer to the EDA such funds as it deems necessary from time to time to ensure that the EDA has adequate funds to carry out its activities.
14. City officials and staff are hereby authorized and directed to execute such deeds, assignments, requisitions, directives and agreements as may be necessary and appropriate to carry out the terms, conditions and intentions of this enabling resolution.
15. The EDA may request the City to levy a tax up to the maximum tax for the benefit of the EDA as specifically set forth in Section 469.107 of the EDA Act.
16. Nothing shall prevent the City from modifying this enabling resolution to impose limits on the powers of the EDA or provide for other matters as authorized in the EDA Act or other law.
17. This resolution shall become effective when the EDA holds its first meeting and accepts the transfers herein described.
18. Notwithstanding any provision herein to the contrary, the authority granted to the EDA pursuant to paragraph 2 above shall not be exercised until the EDA has established an advisory board which shall be comprised of all of the members of the City's Economic Development Commission.

Adopted by the City Council this 11th day of June, 1990.

Harold L. Bisel
Harold L. Bisel, Mayor

ATTEST:

Marilyn G. Anderson
Marilyn G. Anderson, Clerk-Treasurer

The motion for the adoption of the foregoing resolution was duly seconded by member Neal and upon vote being taken thereon, the following voted in favor thereof: Neal, Bisel, Bohjanen

and the following voted against same: None

Whereupon said resolution was declared duly passed and adopted.

LN140-12

EXHIBIT A

List of City Development District Projects and Tax Increment Financing Districts transferred from the City to the Economic Development Authority of Lino Lakes

City Development Districts:

Development District No. 1

Tax Increment Financing Districts:

Tax Increment Financing District No. 1-1
Tax Increment Financing District No. 1-2
Tax Increment Financing District No. 1-3
Tax Increment Financing District No. 1-4

LN140-12

**LINO LAKES ECONOMIC DEVELOPMENT AUTHORITY
AGENDA ITEM 3C**

STAFF ORIGINATOR: Michael Grochala, Community Development Director

MEETING DATE: January 22, 2024

TOPIC: Public Hearing. Consider Resolution No. 24-01, Approving Sale of Property in the Apollo Business Park

VOTE REQUIRED: 3/5

BACKGROUND

In December of 2023 the EDA took action to acquire from Anoka County a 2.03 acre tax forfeit parcel along Apollo Drive (PIN 18-31-22-41-0011). The total purchase price of the property was \$900.00 plus recording and transfer fees of \$104.65.

Pending County approval of the purchase staff is proposing approval of a purchase agreement with MIT USA LLC (Mountain Manufacturing) for assemble with their adjacent property. MIT USA LLC is currently evaluating expansion of their existing facility on the site. The property would allow for expansion and treat increased stormwater runoff from the project.

Terms of the sale include:

1. Sale is subject to Anoka County approval of the EDA tax forfeit property purchase.
2. The EDA will retain a public drainage and utility easement over that part of the property required for stormwater management including existing drainage from 374 Apollo.
3. Sale price of \$900.00
4. Buyer responsible for all fees and city administrative and legal costs associated with the transfer. A \$3,500 escrow will be established in addition to the sale price.
5. The lot will be combined with the existing parcel at 400 Apollo Drive (18-31-22-41-0004).

RECOMMENDATION

Staff is recommending approval of Resolution No. 24-01.

ATTACHMENTS

1. Resolution No. 24-01
2. Location Map

**LINO LAKES ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION NO. 24-01**

RESOLUTION APPROVING THE SALE OF LAND WITHIN THE CITY OF LINO LAKES

WHEREAS, the Lino Lakes Economic Development Authority (the “EDA”) has the authority to sale property for economic development purposes; and

WHEREAS, certain real land identified as Anoka County Tax Parcel, 18-31-22-41-0011, legally described on Exhibit A, attached hereto, is located in the Apollo Business Park; and

WHEREAS, the parcel may be used to promote economic development and allow for expansion of abutting industrial property; and

WHEREAS, the parcel is guided for Industrial use in the City’s 2040 Comprehensive Plan and zoned LI, Light Industrial; and

WHEREAS, the sale of the property will provide for enhancement of the City’s tax base and assist in the retention of a local business.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lino Lakes Economic Development Authority that:

1. The sale of parcel 18-31-22-41-0011 To MIT USA LLC, in the amount of \$900.00 plus fees, is hereby approved subject to such terms incorporated into the purchase agreement for said property. The President and Executive Director are hereby authorized to execute a purchase agreement, deed and other documents as may be necessary in order to sell the property.

Adopted by the Board of Commissioners of the Lino Lakes Economic Development Authority this 22nd day of January, 2024.

President,

ATTEST:

Executive Director, Sarah Cotton

EXHIBIT A

Legal Description:

That part of the Northeast Quarter of the Southeast Quarter of Section 18, Township 31, Range 22 lying southerly of Apollo Drive and lying Northerly of I35W and lying Northeasterly of the following described line: Commencing at the most Easterly corner of parcel 14, City of Lino Lakes Right of Way Plat No. 1, Apollo Drive; thence South 68 degrees 12 minutes 20 seconds West (assumed bearing) along the Southeasterly line of said Plat 60.07 feet; thence Southwesterly 243.99 feet along said Southeasterly line being a tangential curve concave to the southeast having a radius of 610 feet and a central angle of 22 degrees 55 minutes 02 seconds; thence South 45 degrees 17 minutes 18 seconds West tangent to said curve 280 feet to the point of beginning of said line; thence South 44 degrees 42 minutes 42 seconds East 308.65 feet to intersect with the northeasterly right of way of I35W and said line there terminating, except the East 383 feet thereof, Anoka County, Minnesota.

Tax Forfeit Property



1 in = 200 Ft

Address Labels

 Parcels

