

Minutes of the Proceedings of the Economic Development Authority of the City of Champlin in the County of Hennepin and the State of Minnesota Pursuant to Due Call and Notice Thereof

Regular Meeting  
February 8, 2016  
Municipal Center

- Call to Order                   The Champlin Economic Development Authority met in a Work Session and was called to order by President ArMand Nelson at 6:30 p.m.
- Roll Call                        Present were President ArMand Nelson and Commissioners Eric Johnson, Ryan Karasek, Kara Terry and Bruce Miller.
- Absent: none.
- Also present were Executive Director John Cox, City Clerk Roberta Colotti and City Attorney David Schaps.
- Approval of Minutes           Motion by Commissioner Johnson and seconded by Commissioner Karasek to approve the November 23, 2015 Regular Meeting and December 14, 2015 Work Session minutes as presented. Voting in favor were President Nelson, Commissioners Johnson, Karasek, Terry and Miller. Voting against: none. Motion carried.
- Motion by Commissioner Miller and seconded by Commissioner Karasek to approve the January 11, 2016 Work Session minutes as presented. Voting in favor were President Nelson, Commissioners Karasek, Terry and Miller. Voting against: none. Abstain: Commissioner Johnson. Motion carried.
- Approval of Agenda  
(February 8, 2016)  
Motion                         Motion by Commissioner Karasek and seconded by Commissioner Johnson to approve the agenda for the February 8, 2016 Regular Meeting as presented. Voting in favor were President Nelson, Commissioners Johnson, Terry, Karasek and Miller. Voting against: none. Motion carried.
- 2016 EDA Officers  
Motion                         Motion by Commissioner Johnson and seconded by Commissioner Miller to make the following appointments for 2016 and until their successors are appointed:
- President: ArMand Nelson
  - Vice President: Eric Johnson
  - Treasurer: Ryan Karasek
  - Executive Director: John Cox
  - Deputy Executive Director: Bret Heitkamp
  - Assistant Treasurer: June Johnston
  - Secretary: Roberta Colotti
- Voting in favor were President Nelson, Commissioners Johnson, Terry, Karasek and Miller. Voting against: none. Motion carried.
- Dominium Senior  
Housing Project  
Funding                        The Executive Director stated that the EDA is in the process of establishing a 26-year housing Tax Increment District (TIF District) for Dominium's 184-unit affordable senior housing project in Elm Creek Commons. The district supports the EDA's preliminary offer to provide Dominium 90% of the project's tax increment for 15 years. Staff however, recommends an alternative approach to providing assistance.
- The Executive Director recommended that the EDA Board use existing increment rather than create a new district. He advised that the EDA has unallocated funds in its Champlin Shores account which must be spent on affordable housing. Staff recommends that the EDA use these funds to satisfy our contributions to Dominium's affordable senior housing project. Afterwards, the EDA should consider de-certifying the Shores district and put that property back on the tax rolls.
- The Executive Director reported that Dominium has reviewed this funding option and recommends that

our assistance target City fees. Hence, it is recommended that our offer pay for the project's water access charge (\$607,200) and park dedication fees (\$764,080) estimated at \$1.371 million, a further reduction of \$116,000.

**EDA Board Consensus**

It was the consensus of the EDA Board to move forward with the alternative funding proposal for Dominion as proposed by the EDA Executive Director.

The Executive Director explained that this approval does not lock the Council into an agreement but prepares the path for an agreement. He stated that the next steps in the process are the preparation of a development agreement which will set the terms of the agreement. This should be ready for approval at the March City Council meeting. The Planning Commission will also need to approve the zoning and site plan and they are scheduled to review the plans in March as well.

Adjournment

The Champlin Economic Development Authority adjourned the Regular Meeting at 6:43 p.m.

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ArMand Nelson, President

Attest:

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Roberta Colotti, CMC, City Clerk/EDA Secretary