



ECONOMIC DEVELOPMENT COMMISSION
Thursday, December 8, 2016
Council Work Session Room
7:30 a.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of October 13, 2016 meeting minutes.
4. Approval of November 10, 2016 meeting minutes.
5. Old Business
 - A. None
6. New Business
 - A. City Owned Liquor Store – Lori Yager
 - B. Ferry Street/Highway 169 Update – Doug Borglund
 - C. Potential East Main Monument Sign – Doug Borglund
 - D. 2016-2017 EDC Goals and Accomplishments – Doug Borglund
 - E. Development Site Update-Doug Borglund
 - F. January Meeting
7. Communications and Reports
 - A. Marketing & Communications
 - Discover Anoka
 - ABLA – December 2016 meeting.
8. Miscellaneous
 - A. None
9. Adjournment

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Memo

To: Economic Development Commission
From: Doug Borglund, Deputy Community Development Director
Date: December 1, 2016

Re: Thursday, December 5, 2016 Agenda

1. **Call to Order.** This meeting will be held in the Council Work Session Room at 7:30 a.m. at Anoka City Hall.
2. **Roll Call. Staff will record the names of those present at the meeting.**
3. **Approval of October 13, 2016 Meeting Minutes.** Staff recommends approval of the October 13, 2016 meeting minutes with your corrections or additions. **(Attachment 1)**
4. **Approval of November 10, 2016 Meeting Minutes.** Meeting did not get recorded. There was a malfunction of the recording device. Action: No action Required.
5. **Old Business**
 - A. None
6. **New Business**
 - A. City Liquor Stores – Lori Yager, Finance Director will provide an update on City owned Liquor Store operations. This item requested by the EDC.
 - B. Ferry Street/Highway 169 Update. This item was requested by the EDC. – Doug Borglund
 - C. Potential East Main Monument Sign Update (County’s Main Street Project planned for late 2017/ early 2018 creates an opportunity for locating an east main entrance sign.)
 - D. EDC 2017 Goals and 2016 Accomplishments – Doug Borglund **(Attachment 2)**
 - E. Development Site Update

F. January 2017 Potential Items

- Appointment and Reappointment of Officers
- Hold Annual Meeting
 - ✓ Election of Officers
 - ✓ Nomination to Parking Advisory Board
 - ✓ Review Enabling Ordinance
 - ✓ Review Bylaws
 - ✓ Review Meeting Schedule
 - ✓ Establish Subcommittees
- Annual Report 2016
- Develop Business Visit List for 2017
- Planning for March 2017 Enterprise Park Annual Meeting

6. **Communications and Reports**

A. **Marketing & Communications.** Staff and Commissioners will provide an update on the following.

- Discover Anoka Update
- ABLA– Executive’s Update for September, 2016 (**Attachment 3**)

Miscellaneous.

7. None

8. **Adjournment.** Let’s plan to adjourn no later than 9:00 a.m.

CITY OF ANOKA
ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
OCTOBER 13, 2016

Call to Order: Chairperson Kelly called the EDC meeting to order at 7:30 a.m. at Anoka City Hall, 2015 First Avenue North in the City of Anoka.

Roll Call: EDC Members present were: Dr. Gene Dvoracek, Tracy Kelly, Gary Fahnhorst, Jason Peters, Andy Peterson (arrived at [REDACTED] a.m.), Tom Redmann, Kelsey Swokowski, and Jessica Thunder. EDC members absent were: Jerry Cotten. Staff present: Deputy Community Development Director Doug Borglund and Finance Director Lori Yager.

Approval of Minutes: MOTION BY COMMISSIONER FAHNHORST, SECONDED BY COMMISSIONER SWOKOWSKI, TO APPROVE THE MINUTES OF THE SEPTEMBER 8, 2016 EDC MEETING, AS PRESENTED. MOTION CARRIED.

OLD BUSINESS:

None.

NEW BUSINESS:

Tax Increment Financing Overview: Ms. Yager explained that tax increment financing is a tool that cities can use to help development or redevelopment in an area where it typically may not occur. She explained the process that a city follows to setup a tax increment financing district. She stated that it is a helpful tool the city can use to generate new taxes income. She stated that the City has four active TIF districts while the HRA has three active TIF districts. She reviewed some of the improvements the City has completed using TIF funds that helped to generate new development or redevelopment, which increases the tax income. She explained that once available TIF funds are spent within the district, the income generated simply pays off the debt, using the example of the ramp in the downtown TIF district. She stated that once debt is paid off within a district the City can simply decertify the district. She reviewed the different TIF districts within the City and provided an overview of projects and improvements the City has done within each district. She also highlighted the HRA TIF districts and the projects that have been completed.

Chairperson Kelly clarified that the TIF district takes all of the taxes that would normally go to the City, County and School District and places those funds into a special account to be used for public improvements. He asked the benefit the County and School District receive.

Ms. Yager explained that without the improvements in the TIF district, those areas would most likely never redevelop and when the redevelopment occurs the tax value increases

and therefore the County and School District will then receive more income in taxes from those areas.

Commissioner Redmann asked for clarification on the values of the properties that are placed in the TIF district.

Ms. Yager explained that the original value of the properties within the TIF district are still kept on file for tax purposes for the County and School District, as they continue to receive the taxes based on those values, while the TIF district captures taxes based on the difference between the original value and the increased value after improvements. She stated that therefore it does not impact the County or School District until the TIF district comes offline and then they receive the taxes from the increased value as well.

Commissioner Dvoracek noted that TIF was a huge benefit when the City created the industrial park.

Commissioner Redmann asked and received confirmation that in order to create a TIF district a certain percentage of properties need to meet a depressed value threshold.

City Owned Development Site(s) Update: Mr. Borglund noted that the City has three brokers that they work with to market the City owned sites and the sites are delegated based upon the expertise of the broker and the desires for development. He provided a brief overview of the 23 City owned sites, highlighting the broker and whether there has been interest in the parcel. He also noted the different steps that would be needed to develop certain sites, such as rezoning. He highlighted the properties which have a letter of intent or whether the City is in negotiation with a potential buyer/developer. He stated that staff will continue to work hard to market sites.

COMMUNICATIONS AND REPORTS:

Marketing and Communications Updates:

- Discover Anoka: Commissioner Peterson provided an update on recent events that Discover Anoka has held and upcoming events. He stated that some of the business windows downtown have been painted for Halloween. He stated that a new billboard was completed near Greenhaven. He noted that social media has been used more recently for downtown shopping events. He stated that work has begun to promote the tree lighting event. He noted that Anoka has been chosen for a Deluxe shopping event and the small businesses will be featured on the Deluxe website.
- ABLA – August 2016 Meeting: Mr. Borglund stated that an update was included in the Commission packet. He stated that information on the stamp unveiling was included, noting that it was a positive event and the

postal service even commented that this was one of the best unveilings that they have had.

MISCELLANEOUS:

Joint Meeting on October 18th at 5:30 p.m. to discuss the River Walk Concept with the EDC, HPC, and Parks: Mr. Borglund advised of the upcoming joint meeting to discuss the River Walk Concept on October 18th. He stated that this will be an opportunity to discuss the concept and provide input as the process moves forward.

Discuss Next Agenda: Chairman Kelly stated that he would be curious to hear more about tax abatement, specifically if Anoka has participated in tax abatement projects.

Mr. Borglund noted that he would review his notes from the previous meeting as there were items that the Commission had wanted to discuss in November as well.

Commissioner Fahnhorst stated that the following day he would be attending a meeting to discuss the future of the Celebrate Anoka golf event and noted that he would provide an update at the November meeting.

Adjournment: The meeting was adjourned upon a motion by Commissioner Dvoracek, a second by Commissioner Redmann, and a unanimous vote of those present at 8:38 a.m.

Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*

MEMORANDUM

TO: Economic Development Commission

FROM: Doug Borglund, Deputy Community Development Director

SUBJECT: EDC Goals (2017)/Accomplishments (2016)

DATE: December 8, 2016

The City Council will consider goals for 2017 after the New Year. The Economic Development Commission should act upon 2017 goals and 2016 accomplishments at its December or January meeting.

Below are the draft 2016 Accomplishments/2017 Goals:

Accomplishments for 2016

1. Held 33rd Annual Celebrate Anoka Day Golf Tournament Event
2. Donated \$1400.00 to the Gary Stout Scholarship fund generated by Celebrate Anoka Day
3. City hired Deputy Community Development Director (Staff Liaison to the EDC)
4. Updated Development Opportunities Booklet
5. Hiring of 3 different real estate brokers to market all City owned Development Sites
6. Purchase Agreement Approved for the sale of City development # 10 for \$476,000.00 allowing the development of 28 townhome units
7. Purchase Agreement Approved for the sale of City development #9 for \$190,000.00 allowing the development of a 9,000 square foot commercial building including a Wellness Center
8. Participated in the discussion with other City boards regarding the future River walk planning.
9. Participated in the 2016 Anoka County Up the River Economic Development Event held in Blaine marketing the City to potential developers and interested parties.
10. Obtained a \$900,000.00 forgivable loan in Minnesota Investments Funds to assist Federal Cartridge with its expansion/improvements project through MN DEED.
11. Supported Federal Cartridge obtain \$258,000.00 in funds to assist with new job creation through MN DEED.
12. Completion of the necessary approvals and execution of the necessary documents to achieve necessary real estate exchange allowing the construction of Green Haven Parkway in 2017 and allowance of a 61,000 square foot building expansion at 1 Vista Way currently under construction in 2016.
13. Held the Enterprise Park Meeting in March of 2016.

Goals for 2017

1. Continue Community Interaction including but not limited to:
 - Business Calls

- Development Day
- Celebrate Anoka Day
- Anoka Enterprise Park Annual Meeting
- Anoka Winterfest
- Attend organization meetings such as Chamber of Commerce and ABLA

2. Follow monument signage plan through completion.
3. Work towards securing a cruise boat operator for the Mississippi River.
4. Find a developer for sites in the Historic Rum River District and for available sites in the Anoka Station Area.
5. Update and Maintain the Development Opportunity Booklet as needed.
6. Update the Economic Development Chapter of the Comprehensive Plan
7. Continue to market and sell City owned development sites.

Executive's Update

You've got to love a very short and sweet agenda for our December meeting. See you on the 6th!

Gray Ghost Run Wrap Up-Final numbers are in for the event. I'll update.

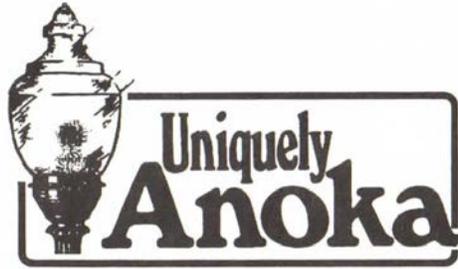
Anoka Tree Lighting Event-The event will be held this Friday. I'll update what happened at this meeting.

Cancellation of the January Board Meeting-It has been an ABLA Board tradition to NOT have a meeting in January. Lets discuss.

Development News-Doug Borglund will update the Board on City of Anoka Development news.

Other Business-This is your opportunity to discuss any issue.

If you are unable to attend, please email or call the association office at 763-421-0083.



**Anoka Business & Landowners Association
Meeting Minutes
November 1, 2016**

Present: Peter Beberg, Mike Cofrin, Steve Jenson, Laura Johnson, Dan Pinewski, Tiffany Talbot.

Absent: Kathy Kujawa, Dick Mussell, Jim Neilson.

Guests: Doug Borglund, Mark Anderson, Greg Lee, Jeff Weaver.

The regular ABLA Board meeting was called to order by President Peter Beberg.

The Meeting Minutes from the October 4, 2016 Board of Directors meeting were discussed. Dan Pinewski made a motion to accept the minutes as presented. Steve Jenson seconded the motion. All ayes.

New Business:

City/Private Property Owners Camera Discussion-Mark Anderson from the city stated that since the last time he had met with the ABLA Board, he and Officer Schley walked the downtown area and looked at where cameras should go. He stated the city is looking at 5 cameras with what is available in their budget. Areas that will be done include the Billy's lot and 3rd and Main Street. For the issue of cameras at privately owned buildings, the city won't need access to their internet access but might need power. Mr. Anderson stated that with next year's budget he is hoping for an additional 5 cameras. Discussion was held. More on this at a future Board meeting.

Highway 10 Update-City Manager Greg Lee updated the Board on the Highway 10 Project. He stated that the city has been working with MnDOT on the Highway 10 plan for several years. The total project will run from Anoka through Ramsey. The plan is projected to cost \$300 million. The city has hired a consultant to try to save some money on that figure. The hope is to partner with the state and county on a new plan that could cut the total price of the project in half. He stated that Anoka has some issues with the state plan and they are working with them on changes. The city wants Fairoak Avenue open and discussed the Anoka plan for the project. Phase 1 will start in June, 2017 as the city received a grant of \$750,000. The city is applying for federal funding to continue the work on other phases. Discussion was held. More on this at a future meeting.

Gray Ghost Run Committee Update-Peter Turok stated that the Gray Ghost Run was held on October 29th. The numbers were down from 2145 in 2016 to 1881 in 2017. Final numbers are not yet available as final bills are still coming in. He thanked all the board members that volunteered to work the event. More on this next month.

Anoka Tree Lighting Event Update-Peter Turok stated the event will be held on December 3rd. No major changes to the 2016 event as many were made for the 2015 event which went well. More on this at the next meeting.

Holiday Post Card Update-Peter Turok stated the post card will be mailed the first week of November. He showed the Board this year's post card. Discussion was held.

Other Business-

Development News-Doug Borglund from the City of Anoka updated the Board on happenings in Anoka.

Mr. Borglund stated that the city is currently working with Lenar on a 53 townhouse unit project at the golf course. They are finalizing the purchase agreement and it will soon go to the city council.

He then updated the Board on the North Street/11th Avenue project that could be a wellness center.

Mr. Borglund updated the Board on the 11th Avenue project that will be 29 1 level detached townhomes. The city council will hold a second reading on the project.

He stated that there has been some interest on the 7th Avenue and Buchanan area.

He updated the Board on the Monroe/2nd Avenue project that Lenar is proposing. It will be a 29 unit 3 story urban row home project. The City HRA has approved a letter of intent.

Mr. Borglund stated that the city continues to work on the prohibited businesses ordinance with the 2nd reading coming soon. Once that is done it will become law. That could happen sometime in mid-November of this year.

Other Business-

Peter Turok updated the Board on the closing of the Food Co-op. Not a lot of details except an article that was done stating that money was the issue for closing.

With no further business, the meeting was adjourned on a motion by Laura Johnson and seconded by Dan Pinewski. All ayes.

Respectfully submitted,

Peter Turok
Executive Secretary
Anoka Business & Landowners Association