

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

AUGUST 29, 2016

1. **Call to Order:** The EDA Vice President Richard Orpen called the EDA meeting to order at 6:18 pm.
2. **Roll Call:** Members present, Richard Orpen, Troy Shook and Brenda Pavelich-Beck. Chris McClish excused. Also present City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, City Attorney Scott Lepak, and City Clerk Barb Held.
3. **Approve Minutes of May 16, 2016:** Motion by Pavelich-Beck second Shook to approve the May 16, 2016 Economic Development Authority Minutes. Motion carried 3-0.
4. **Meadows of St. Francis Development Agreement & Sale Public Hearing:** In 2013, the City bought 46 townhome unit lots in the Meadows of St. Francis subdivision. The lots were later transferred to the ownership of the EDA. On October 19, 2015, the EDA entered into a purchase agreement with Able Companies for the sale of the townhome lots. In order to go forward with the closing, the EDA needs to hold a public hearing regarding the sale and authorize the terms of the sale. The development agreement includes terms that the developer must build two buildings (which include multiple units) per year for three years. The developer has partnered with a builder (RCA Builders) and the agreement states that no transfer may be done except to this entity, who is a signatory of the agreement, within the first year. The developer was also required to put together homeowner's association documents. Also, city staff has requested that the structures have a decorative brick or stone element added to the façade, as was originally planned for the units in this development. These documents were prepared and reviewed by the City Attorney's office and were conditionally approved.

Orpen opened the public hearing at 6:25 pm. Orpen asked if anyone wanted to speak on this topic. After hearing no public input, Orpen closed the public hearing at 6:25 pm.

Motion by Shook second Pavelich-Beck to approve the develop agreement and accept the terms of the sale. Motion carried 3-0.
5. **Other Discussion:** None.
6. **Adjournment:** Motion by Pavelich-Beck second Shook to adjourn the EDA meeting at 6:27 pm.

Barbara I. Held, City Clerk