

City of Ramsey
Agenda
Housing and Redevelopment Authority (HRA)
Regular Session
Tuesday, September 13, 2011
Immediately following the City Council meeting
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
5. **HRA Business**
 1. Adopt Resolution Approving Proposed 2012 HRA Levy
 2. Consider Amendment to Purchase Agreement - The Residence at The COR
6. **Executive Director's Report**
7. **Commissioner Input**
8. **Adjournment**

HRA Regular Session

5. 1.

Meeting Date: 09/13/2011

By: Diana Lund, Finance

Title:

Adopt Resolution Approving Proposed 2012 HRA Levy

Background:

Each “taxing authority” must adopt a proposed budget for payable 2012 and certify its proposed property tax levy for payable 2012 to the County Auditor by September 15.

ANALYSIS:

On March 5, 2005 the City Council established a Housing and Redevelopment Authority (HRA). The bylaws state that the makeup of the HRA will be the Ramsey City Council.

For Budget Year 2011, the HRA adopted a levy of \$368,549 For Year 2012, staff is again proposing a maximum levy of \$368,549 (.0185% of total taxable market value of \$1,992,157,400). A taxpayer home valued at \$200,000 would be paying \$37.00 towards the levy. The majority of the levy will be used for ongoing costs associated with the COR project area: designated personnel, marketing of the property and the development management contract. Annually, the levy has also been responsible for approximately \$48,000 of maintenance costs related to the parking ramp maintenance agreement. Due to the costs associated with the COR project, the proposed levy will not meet the proposed expenditures. It is proposed that the HRA will need to draw from the prior year fund balance and/or cash generated from future land sales to meet expenses until such time that land proceeds are available to offset expenses.

Unlike the General Fund levy, the HRA may adopt a final levy in September. The HRA has adopted the final levy in September and would like to continue with this same procedure for levy 2012 payable. The 2012 HRA budget will be brought back for final adoption in December along with the 2011 Amended HRA Budget (housecleaning item to amend budgeted line items to actual)

A proposed budget is attached for your review.

Recommendation:

Adopt resolution approving the proposed 2012 HRA Levy in the amount of \$368,549.

Funding Source:

HRA budget is supported by the HRA tax levy and possible future land sales in th COR area.

Council Action:

Motion by Commissioner _____ and seconded by Commissioner _____ to adopt Resolution #HRA-11-09 authorizing the approval of the proposed 2012 HRA levy in the amount of \$368,549.

Attachments

2012 Proposed HRA Budget

Resolution 2012 HRA Levy

Form Review

Inbox

Reviewed By

Date

Heidi Nelson

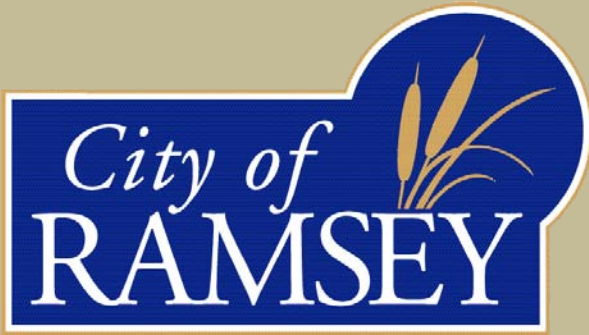
Heidi Nelson

09/08/2011 11:22 AM

Form Started By: Diana Lund

Started On: 09/08/2011 10:27 AM

Final Approval Date: 09/08/2011



CITY OF RAMSEY
HOUSING REDEVELOPMENT AUTHORITY
REQUESTED BUDGET
For Fiscal Year 2012



City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - SUMMARY

REVENUES

	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
TAXES	287,041	531,368	383,005	368,549	368,549
INTERGOVERNMENTAL REVENUES	14,460	13,722	-	-	-
INVESTMENT EARNINGS	23,749	24,699	5,000	2,500	2,500
MISCELLANEOUS	-	6,446,837	5	-	-
SUPPLIES	5,410	16,263	-	-	-
OTHER FINANCING SOURCES	-	1,583,185	5,000	-	-
TOTAL REVENUES	330,660	8,616,074	393,010	371,049	371,049

EXPENDITURES

	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
PERSONAL SERVICES	89,536	97,849	43,084	156,826	130,251
SUPPLIES	-	-	76,482	53,000	30,000
OTHER SERVICES & CHARGES	8,129	441,023	423,163	348,100	347,100
CAPITAL OUTLAY	-	-	-	90,000	-
TOTAL EXPENDITURES	97,664	538,873	542,729	647,926	507,351

FUND BALANCE

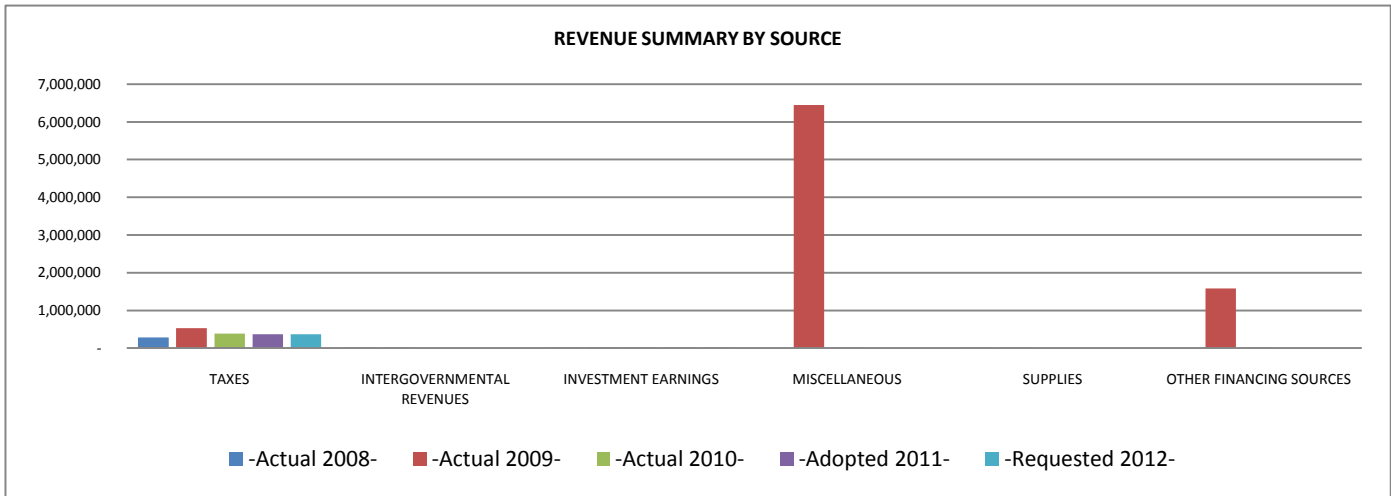
	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
FUND BALANCE, Begining on Yr	388,447	621,442	751,807	602,087	325,210
Revenues & Other Sources	330,660	7,433,666	393,010	371,049	371,049
Expenditures & Other Uses	(97,665)	(7,303,301)	(542,730)	(647,926)	(507,351)
FUND BALANCE, End of Yr	621,442	751,807	602,087	325,210	188,908

City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - REVENUE DETAIL

2008 Actual 2009 Actual 2010 Actual 2011 Adopted 2012 Requested

EDA FUND 230 - REVENUE SUMMARY	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
TAXES	287,041	531,368	383,005	368,549	368,549
INTERGOVERNMENTAL REVENUES	14,460	13,722	-	-	-
INVESTMENT EARNINGS	23,749	24,699	5,000	2,500	2,500
MISCELLANEOUS	-	6,446,837	5	-	-
SUPPLIES	5,410	16,263	-	-	-
OTHER FINANCING SOURCES	-	1,583,185	5,000	-	-
TOTAL REVENUES	330,660	8,616,074	393,010	371,049	371,049



EDA FUND 230 - REVENUE BY SOURCE	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
TAXES					
-					
4011 CURRENT-AD VALOREM TAXES	248,373	488,127	383,005	368,549	368,549
4014 FISCAL DISPARITIES	38,669	43,241	-	-	-
TAXES Total	287,041	531,368	383,005	368,549	368,549
INTERGOVERNMENTAL REVENUES					
- STATE INTERGOVERNMENTAL					
4263 MARKET VALUE HOMESTEAD CREDIT	14,460	13,722	-	-	-
INTERGOVERNMENTAL REVENUES Total	14,460	13,722	-	-	-
INVESTMENT EARNINGS					
-					
4701 INTEREST ON INVESTMENTS	23,749	24,699	5,000	2,500	2,500
INVESTMENT EARNINGS Total	23,749	24,699	5,000	2,500	2,500
MISCELLANEOUS					
-					
4609 OTHER MISCELLANEOUS REVENUES	-	595,641	5	-	-
MISCELLANEOUS Total	-	595,641	5	-	-
SUPPLIES					
MISCELLANEOUS OPERATING SUPPLY					
4012 DELINQUENT-AD VALOREM TAXES	5,410	16,263	-	-	-
SUPPLIES Total	5,410	16,263	-	-	-
OTHER FINANCING SOURCES					

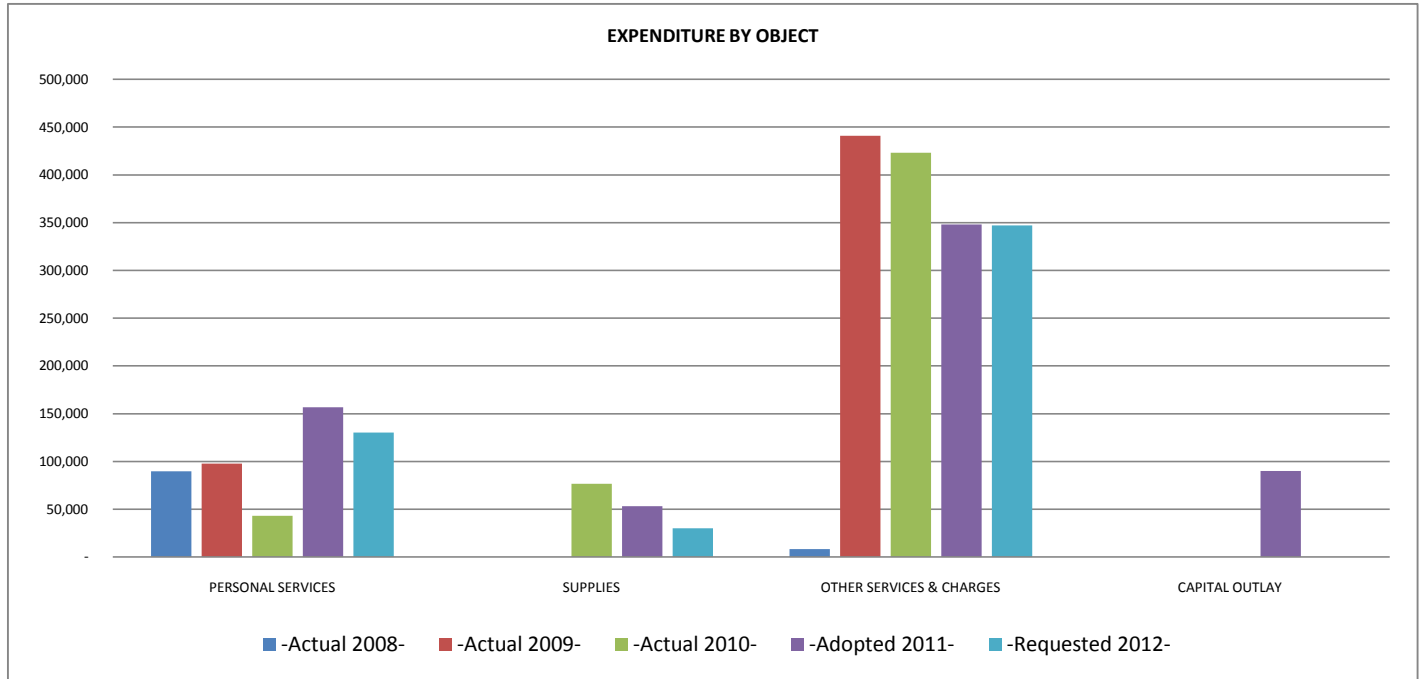
City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 Requested
4011 Current Ad Valorem Taxes					
(includes taxes from Town Center)	306,911	561,353	383,005	368,549	368,549
	<u>306,911</u>	<u>561,353</u>	<u>383,005</u>	<u>368,549</u>	<u>368,549</u>
4701 Interest Earnings					
	23,749	24,699	5,000	2,500	2,500
	<u>23,749</u>	<u>24,699</u>	<u>5,000</u>	<u>2,500</u>	<u>2,500</u>
4609 Miscellaneous Revenues					
Earnest Money - TOTI				-	-
County HRA payment towards RTC land purchase	-	595,641	5	-	-
	<u>-</u>	<u>595,641</u>	<u>5</u>	<u>-</u>	<u>-</u>
4901 Transfers in from other funds					
Letter of Credit Proceeds & Sewer/Water Loan	0	6,251,973	5,000	-	-
	<u>0</u>	<u>6,251,973</u>	<u>5,000</u>	<u>-</u>	<u>-</u>

City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - EXPENDITURE DETAIL

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 Requested
EXPENDITURE BY OBJECT SUMMARY	-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
PERSONAL SERVICES	89,536	97,849	43,084	156,826	130,251
SUPPLIES	-	-	76,482	53,000	30,000
OTHER SERVICES & CHARGES	8,129	441,023	423,163	348,100	347,100
CAPITAL OUTLAY	-	-	-	90,000	-
TOTAL EXPENDITURE BY OBJECT	97,664	538,873	542,729	647,926	507,351



EXPENDITURE BY OBJECT RECAP		-Actual 2008-	-Actual 2009-	-Actual 2010-	-Adopted 2011-	-Requested 2012-
PERSONAL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	77,945	84,591	37,221	122,668	100,129
6104	PART TIME-WAGES & SALARIES	-	-	-	8,400	8,400
6105	TEMPORARY-WAGES & SALARIES	-	-	-	6,000	6,000
WAGES AND SALARIES		77,945	84,591	37,221	137,068	114,529
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	5,066	5,710	2,605	8,893	7,259
6122	FICA/MEDICARE CONTRIBUTIONS	5,963	6,472	2,847	9,883	7,660
6133	WORKERS COMP INSURANCE PREMIUM	561	1,076	411	982	803
EMPLOYER CONTRIBUTIONS		11,591	13,258	5,863	19,758	15,722
PERSONAL SERVICES Total		89,536	97,849	43,084	156,826	130,251
SUPPLIES						
OPERATING SUPPLIES						
6246	MARKETING & PROMOTIONS	-	-	76,264	53,000	30,000
6249	MISCELLANEOUS OPERATING SUPPLY	-	-	218	-	-
OPERATING SUPPLIES		-	-	76,482	53,000	30,000
SUPPLIES Total		-	-	76,482	53,000	30,000

City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - EXPENDITURE DETAIL

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 Requested
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6304 LEGAL FEES	-	1,198	29,847	30,000	25,000
6315 MISCELLANEOUS PROFESSIONAL SER	7,057	437,184	323,886	240,000	240,000
PROFESSIONAL SERVICES	7,057	438,382	353,733	270,000	265,000
COMMUNICATION					
6322 POSTAGE	-	-	27	1,000	1,000
COMMUNICATION	-	-	27	1,000	1,000
EMPLOYEE REIMBURSEMENTS					
6331 TRAVEL & LODGING	-	-	11,366	20,000	20,000
6334 MILEAGE REIMBURSEMENT	-	-	-	1,000	500
6335 TRAINING	126	989	3,655	2,500	2,500
EMPLOYEE REIMBURSEMENTS	126	989	15,021	23,500	23,000
INSURANCE					
6361 GENERAL LIABILITY/PROPERTY INS	541	1,652	4,562	2,000	-
INSURANCE	541	1,652	4,562	2,000	-
UTILITIES					
6371 ELECTRIC UTILITIES	-	-	-	-	6,500
UTILITIES	-	-	-	-	6,500
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451 MEMBERSHIP DUES	405	-	2,160	3,500	3,500
6452 SUBSCRIPTIONS	-	-	-	500	500
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	405	-	2,160	4,000	4,000
CONTRACTED SERVICES					
6489 OTHER CONTRACTED SERVICES	-	-	47,660	47,600	47,600
CONTRACTED SERVICES	-	-	47,660	47,600	47,600
OTHER SERVICES & CHARGES Total	8,129	441,023	423,163	348,100	347,100
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6580 OTHER EQUIPMENT	-	-	-	90,000	-
CAPITAL OUTLAY	-	-	-	90,000	-
CAPITAL OUTLAY Total	-	-	-	90,000	-
TOTAL EXPENDITURES & OTHER FINANCING	97,664	538,873	542,729	647,926	507,351

City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - EXPENDITURE DETAIL

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 Requested
6102 Wages & Salaries					
Personnel	77,945	84,591	37,221	122,668	100,129
	<u>77,945</u>	<u>84,591</u>	<u>37,221</u>	<u>122,668</u>	<u>100,129</u>
6104 Wages & Salaries-Part Time					
Stipend for HRA Meeting \$25/mtg	-	-	-	8,400	8,400
	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,400</u>	<u>8,400</u>
6105 Temporary Wages & Salaries					
Temporary Labor-Maintenance	-	-	-	6,000	6,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>6,000</u>
6246 Marketing & Promotional Supplies					
COR Website Domains	-	-	2,234	3,000	3,000
COR Marketing	-	-	74,031	50,000	27,000
	<u>-</u>	<u>-</u>	<u>76,265</u>	<u>53,000</u>	<u>30,000</u>
6249 Miscellaneous Operating Supplies					
Miscellaneous	-	-	218	-	-
	<u>-</u>	<u>-</u>	<u>218</u>	<u>-</u>	<u>-</u>
6304 Legal Fees					
Legal Fees	-	1,198	29,847	30,000	25,000
	<u>-</u>	<u>1,198</u>	<u>29,847</u>	<u>30,000</u>	<u>25,000</u>
6315 Miscellaneous Professional Services					
Development Management Contract & Exp	-	-	311,750	210,000	210,000
Property Taxes	-	323,185	-	-	-
Misc Consulting Services	7,057	113,999	12,136	30,000	30,000
	<u>7,057</u>	<u>437,184</u>	<u>323,886</u>	<u>240,000</u>	<u>240,000</u>
6322 Postage					
Mailing Housing Surveys	-	-	27	1,000	1,000
	<u>-</u>	<u>-</u>	<u>27</u>	<u>1,000</u>	<u>1,000</u>
6331 Travel/Meals/Lodging					
Travel for COR	-	-	11,366	20,000	20,000
	<u>-</u>	<u>-</u>	<u>11,366</u>	<u>20,000</u>	<u>20,000</u>
6334 Mileage Reimbursement					
Reimbursement for personal use of auto	-	-	-	1,000	500
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>500</u>
6335 Training					
Misc HRA Conferences	126	989	3,655	2,500	2,500
	<u>126</u>	<u>989</u>	<u>3,655</u>	<u>2,500</u>	<u>2,500</u>
6361 General Liability/Property/Auto Insurance					
Share of applicable insurance coverage.	541	1,652	4,562	2,000	-
	<u>541</u>	<u>1,652</u>	<u>4,562</u>	<u>2,000</u>	<u>-</u>

City of Ramsey
2012 Requested Housing Redevelopment Authority Fund Budget

HOUSING REDEVELOPMENT AUTHORITY FUND 295 - EXPENDITURE DETAIL

	2008 Actual	2009 Actual	2010 Actual	2011 Adopted	2012 Requested
6451 Dues					
ICSC	405	-	2,160	3,500	3,500
	405	-	2,160	3,500	3,500
6452 Subscriptions					
MN Real Estate Journal & Business Journal	-	-	-	500	500
	-	-	-	500	500
6489 Other Contracted Services					
Park Ramp Maintenance Agreement	-	-	47,660	47,660	47,660
	-	-	47,660	47,660	47,660
6510 Capital Outlay - Land					
COR Land Purchase	-	6,764,429	-	-	-
	-	6,764,429	-	-	-
6580 Capital Outlay - Other					
COR Entrance Signs	-	-	-	90,000	-
	-	-	-	90,000	-

Commissioner introduced the following resolution and moved for its adoption:

RESOLUTION #HRA-11-09-XXX

A RESOLUTION ESTABLISHING A HRA PROPERTY TAX LEVY PAYABLE IN 2012 UNDER MINNESOTA STATUTES CHAPTER 469

WHEREAS, on March 8, 2005, the Ramsey City Council adopted Resolution #05-03-072 to establish a Housing and Redevelopment Authority, in and for the City of Ramsey; and

WHEREAS, the proposed HRA budget for 2012 includes expenditures for staff, training, consulting and professional services related to the development and marketing of the COR.

WHEREAS, pursuant to Minnesota Statutes 469, the Housing and Redevelopment Authority has the power to establish a property tax levy as a funding source for qualifying activities; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AND REDEVELOPMENT AUTHORITY, IN AND FOR THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

1. That a HRA property tax, payable in 2012, be levied in the amount of \$368,549. The Statutory maximum levy allowed is \$368,549 (.0185% of total taxable market value of \$1,992,157,400).

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Housing and Redevelopment Authority Board of Commissioners this the 13st day of September 2011.

Chairperson

ATTEST:

HRA Executive Director

HRA Regular Session

5. 2.

Meeting Date: 09/13/2011

By: Darren Lazan, Housing &
Redevelopment Authority

Title:

Consider Amendment to Purchase Agreement - The Residence at The COR

Background:

At a previous special meeting, the HRA considered and approved the Fourth Amendment to the purchase agreement with Flaherty and Collins. This amendment extended the contingency dates to November 1st, 2011 but left the closing date as September 15th because it was anticipated at that time that the new agreement would be heard at the September 13th meeting.

After considerable work over the last two weeks it is apparent that the final documents would not be prepared in time for the September 13th agenda, and consideration of the final documents for this project has been scheduled for the September 27th regular meeting.

The previously approved Fourth Amendment was finalized, but not executed, so the attached document should be considered a replacement agreement resetting the contingency dates to November 1st, and the closing to December 1st to allow adequate time to review the final documents and execute accordingly.

Notification:

Observations:

Recommendation:

It is recommended that the HRA consider the attached Fourth Amendment as a replacement to the previously approved amendment and direct the development team to execute and deliver the agreement to Flaherty and Collins.

Funding Source:

N/A

Council Action:

Approve the revised Fourth Amendment to the Purchase Agreement for The Residence at The COR and direct the development team to execute the agreement as a replacement for the previously approved amendment.

Attachments

Revised Fourth Amendment

Form Review

Inbox
Heidi Nelson

Reviewed By
Jo Thieling

Date

09/09/2011 03:58 PM

Form Started By: Darren Lazan

Started On: 09/09/2011 03:44 PM

Final Approval Date: 09/09/2011

FOURTH AMENDMENT TO PURCHASE AGREEMENT

This Fourth Amendment to Purchase Agreement dated this ___ day of _____, 2011 by The Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, a public body politic and corporate under the laws of the State of Minnesota (“Seller”), the City of Ramsey, Minnesota, a home rule charter city organized and existing under the constitution and laws of the State of Minnesota (“City”) and F&C Ramsey, LLC, an Indiana limited liability company (“Buyer”).

WHEREAS, the following facts are true:

A. The Seller, the City and the Buyer have previously entered into that certain “Purchase Agreement For The Portions of Lot 1, Block 1, Lot 2, Block 1 and Outlot A, Ramsey Town Center 5th Addition To Be Replatted As Lot 3, Block 1, COR ONE,” as amended by that certain undated First Amendment to Purchase Agreement, that certain Second Amendment to Purchase Agreement dated May 16, 2011 and that certain Third Amendment to Purchase Agreement dated July 12, 2011 (collectively, the “Purchase Agreement”).

B. The parties now wish to amend the Purchase Agreement to provide additional time for completion of certain contingencies and closing.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Seller, the City and the Buyer agree:

1. Paragraph 6 of the Purchase Agreement is hereby modified to extend the closing date from September 15, 2011 to December 1, 2011.

2. Paragraph 14 of the Purchase Agreement is modified to extend the contingency exercise dates for Paragraphs 14(f) from August 15, 2011 to and including November 1, 2011.

3. Except as specifically modified herein, the Purchase Agreement is ratified and confirmed in all respects.

Executed as of the date first above written.

(Signature pages follow)

THE HOUSING AND REDEVELOPMENT
AUTHORITY IN AND FOR THE CITY OF
RAMSEY, MINNESOTA, A PUBLIC BODY
POLITIC AND CORPORATE UNDER THE
LAWS OF THE STATE OF MINNESOTA

By: _____
Its: Chair

By: _____
Its: Executive Secretary

(Separate Signature Page for Fourth Amendment to Purchase Agreement)

THE CITY OF RAMSEY, MINNESOTA, A
HOME RULE CHARTER CITY ORGANIZED
AND EXISTING UNDER THE CONSTITUTION
AND THE LAWS OF THE STATE OF
MINNESOTA

By: _____
Its: Mayor

By: _____
Its: City Administrator

(Separate Signature Page for Fourth Amendment to Purchase Agreement)

F&C RAMSEY, LLC

By: _____
David M. Flaherty, Manager

(Separate Signature Page for Fourth Amendment to Purchase Agreement)