

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
December 12, 2016**

1. ROLL CALL

President Todd Woods called the regular meeting of the Osseo Economic Development Authority to order at 6:30 p.m., Monday, December 12, 2016.

Members present: Harold E. Johnson, Duane Poppe, Mark Schulz, Daniel Spanier, Larry Stelmach, and Todd Woods.

Members absent: None.

Staff present: Executive Director Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: None.

2. APPROVAL OF AGENDA

A motion was made by Stelmach, seconded by Schulz, to approve the Agenda as presented. The motion carried 6-0.

3. APPROVAL OF MINUTES – NOVEMBER 14, 2016

A motion was made by Johnson, seconded by Spanier, to approve the minutes of November 14, 2016, as presented. The motion carried 6-0.

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

6. ACCOUNTS PAYABLE

Executive Director Riley Grams presented the EDA Accounts Payable listing.

A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable. The motion carried 6-0.

7. OLD BUSINESS – None

8. NEW BUSINESS

A. APPROVE 2017 ECONOMIC DEVELOPMENT AUTHORITY BUDGET

Grams stated each year the Osseo EDA considers and approves its annual budget. Staff noted the only real revenue stream at this point for the EDA is on investments (projected to be roughly 1%). All other revenue streams are done, as most of the owned properties have been sold for development. Notable expenses for the EDA for 2017 include Board member salaries (and related FICA), and minor property tax expenditures from the EDA owned parking lot. All other budgeted expenses relate to the operation of the EDA, including supplies, memberships,

legal services, other professional services, and a transfer to the City General Fund to cover the cost of staff time. The other major expenditure listed on the budget is the potential contribution to the Gateway Sign project. This expenditure is listed at \$65,000, which should be enough to cover the cost of the remaining financing gap. Staff reviewed the EDA budget in further detail and recommended approval.

Johnson asked if real estate taxes were paid for EDA owned vacant property. Grams explained this was the case.

A motion was made by Schulz, seconded by Stelmach, to approve and adopt the 2017 EDA Budget. The motion carried 6-0.

9. REPORTS OR COMMENTS: Executive Director, President, Members

Grams thanked the EDA for another successful year. He stated he was pleased with the direction of the City and the development occurring. He looked forward to finding another big development for the City in 2017.

Johnson asked if staff had received the structural analysis report on the Osseo Sports building. Grams explained he just received this report and would be reviewing it in the coming weeks, noting the EDA would review this information in January.

City Planner Nancy Abts encouraged the EDA to attend the Community Visioning meeting on Thursday, January 26, from 6-8 p.m. where the Comprehensive Plan Update will be addressed.

10. ADJOURNMENT

A motion was made by Schulz, seconded by Johnson, to adjourn at 6:39 p.m. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.