



# AGENDA

## Oakdale Economic Development Authority

*The Oakdale Economic Development Authority meeting will be held via Zoom. Zoom is an online platform that allows persons to “attend” the meeting via video or telephone.*

*Access Meeting at: <https://zoom.us/j/93465614538?pwd=V3ZNaDZLcVhIZHJwLOJQRnR2TVVSZz09> from a PC, Mac, tablet, iPhone, or Android device.*

*Or by phone by calling 1-312-626-6799 and entering Meeting ID: 934 6561 4538, Passcode: 191581, when prompted.*

*Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option.*

### Regular Meeting April 27, 2021 Following Regular City Council Meeting Council Chambers

1. Call to Order/Call of Roll:

Roll Call: Commissioners Ingebrigtson, Olson, Swedberg, Zabel; President Reinke

2. Approval of Minutes: March 23, 2021

3. Business Matters

- a) Emergency Home Repair Loan: (Recommendation: Waive reading and adopt Resolution EDA 2021-XX, Approving a \$12,933.50 Emergency Home Repair Loan for the owner of the residential property located at 6866 7<sup>th</sup> St N, and directing staff to prepare and execute the mortgage and promissory note for signature by the Economic Development Authority Executive Director (City Administrator).

4. Adjournment

**ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF OAKDALE  
March 23, 2021**

**CALL TO ORDER**

A regular meeting of the Economic Development Authority of the City of Oakdale was held on Tuesday, March 23, 2021, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by President Paul Reinke at 7:22 PM.

**CALL OF ROLL**

On a call of roll, the following were present:

President Paul Reinke

Commissioners:     Jake Ingebrigtsen  
                          Susan Olson  
                          Colleen Swedberg  
                          Kevin Zabel

Absent:               None

Also Present:       Christina Volkens, City Administrator  
                          Jim Thomson, City Attorney  
                          Susan Barry, City Clerk  
                          Chelsea Petersen, Administrative Services Director  
                          Bob Streetar, Community Development Director

**APPROVAL OF MINUTES:     December 8, 2020**

**A MOTION WAS MADE BY COMMISSIONER ZABEL, SECONDED BY COMMISSIONER SWEDBERG, TO APPROVE THE MINUTES OF DECEMBER 8, 2020, AS PRESENTED.**

**5 AYES.**

**BUSINESS MATTERS**

**a)     Election of Officers**

President Reinke opened the floor for nominations.

Commissioner Olson nominated Commissioner Zabel for vice-president.

Commissioner Zabel nominated Commissioner Swedberg for treasurer.

Commissioner Swedberg nominated Commissioner Olson for secretary.

**A MOTION WAS MADE BY PRESIDENT REINKE, SECONDED BY COMMISSIONER INGEBRIGTSON, TO CLOSE NOMINATIONS AND DESIGNATE MEMBERS AS FOLLOWS:**

<b>PRESIDENT:</b>	<b>PAUL REINKE</b>
<b>VICE-PRESIDENT:</b>	<b>KEVIN ZABEL</b>

**TREASURER:** COLLEEN SWEDBERG  
**SECRETARY:** SUSAN OLSON

**5 AYES.**

**b) Willow River Agreement Termination**

Community Development Director Streetar reviewed a request to terminate the preliminary development agreement between the Oakdale Economic Development Authority of the City of Oakdale and Willow River Properties L.P. pertaining to the development of the Tanners Lake redevelopment site.

**A MOTION WAS MADE BY COMMISSIONER ZABEL, SECONDED BY COMMISSIONER INGEBRIGTSON, WAIVE READING AND ADOPT RESOLUTION EDA 2021-01, TERMINATING THE PRELIMINARY DEVELOPMENT AGREEMENT BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF OAKDALE AND WILLOW RIVER PROPERTIES L.P.**

**5 AYES.**

**ADJOURNMENT**

**A MOTION WAS MADE BY COMMISSIONER ZABEL, SECONDED BY COMMISSIONER SWEDBERG, TO ADJOURN THE EDA MEETING OF MARCH 23, 2021, AT 7:30 PM.**

**5 AYES.**

Respectfully submitted,  
Susan Olson, Secretary



# REQUEST FOR EDA ACTION

Meeting Date: April 27, 2021

DH Approval: RS  
CA Approval:

Agenda Section: Business Items

Title: Emergency Home Repair Loan (EHRL) Application- Smith

## BACKGROUND

Megan Smith, the owner of 6866 7<sup>th</sup> St N, has applied for an Emergency Home Repair Loan to remediate her wet basement by removing an unpermitted entryway into the basement, rebuilding the basement wall, and installing drain tile and a sump pump. The applicant is unable to access affordable financing from other sources. Building Official Sheryl Mellgren inspected the basement and confirmed the need for remediation. The applicant has received bids for the necessary work and the total project cost is expected to be \$12,933.50.

## FINANCIAL CONSIDERATIONS

The interest rate on the loan will be 2.00% with a term of 10 years. The loan funds come from Fund 220. The loan will be secured with a promissory note and mortgage which have been reviewed by the City Attorney and will be recorded with Washington County.

## POLICY OBJECTIVES

The EDA established the Emergency Home Repair Loan (EHRL) program in 2016 to support the goals of the Neighborhood Preservation and Enhancement Initiative and to implement part of the Housing Rehabilitation Strategic Framework. The EHRL program ensures access to affordable capital for homeowners to complete necessary home rehabilitation, repair, and maintenance.

## STAFF RECOMMENDATION

Staff has reviewed the Smith application for conformance to the EHRL policy and recommends that the EDA approve the loan request.

## EDA ACTION REQUESTED

Waive reading and adopt Resolution EDA No. 2021-xxx, Approving a \$12,933.50 emergency home repair loan for Megan Smith for the residential property located at 6866 7<sup>th</sup> ST N, and directing staff to prepare and execute the mortgage and promissory note for signature by the Economic Development Authority Executive Director (City Administrator).

## ATTACHMENTS

- A. Resolution No. 2021-XX

Oakdale Economic Development Authority  
RESOLUTION EDA 2021-xxx

**APPROVING A \$12,933.50 EMERGENCY HOME REPAIR LOAN FOR MEGAN SMITH FOR THE RESIDENTIAL PROPERTY LOCATED AT 6866 7<sup>TH</sup> ST N.**

At a regular meeting of the Economic Development Authority of the City of Oakdale held on Tuesday, April 27, 2021 at the Oakdale Municipal Building, 1584 Hadley Avenue North, Oakdale, Minnesota, with the following members present: President Paul Reinke, Commissioners Jake Ingebrigtsen, Susan Olson, Colleen Swedberg, and Kevin Zabel; and the following absent: none, the Oakdale Economic Development Authority resolved:

**WHEREAS**, in September of 2015 the City Council established the Neighborhood Preservation and Enhancement Initiative (NPEI) with the goals of increasing housing investment, improving neighborhood amenities and removing disamenities, and increasing social capital; and

**WHEREAS**, in June of 2016 the Oakdale Economic Development Authority established the Housing Rehabilitation Strategic Framework to support the NPEI with the goal of maintaining and increasing investment in housing rehabilitation; and

**WHEREAS**, in December of 2016 the Oakdale Economic Development Authority established the Emergency Home Repair Loan program to ensure access to affordable capital for homeowners to complete emergency home rehabilitation, repair, and maintenance; and

**WHEREAS**, Megan Smith owns the residential property at 6866 7<sup>th</sup> St N where the basement floods due to water intrusion from an unpermitted basement entrance; and

**WHEREAS**, Megan Smith has requested a \$12,933.50 emergency home repair loan to remove the problem entrance, restore the basement wall, and install drain tile and sump pump, and

**WHEREAS**, the terms of this loan include an interest rate of 2.00% to be paid over 10 years, and the loan will be secured with a promissory note and mortgage on the property;

**NOW, THEREFORE, BE IT RESOLVED** by the Economic Development Authority of the City of Oakdale that the Economic Development Authority approves an \$12,933.50 emergency home repair loan for the owner of the residential property located at 6866 7<sup>th</sup> St N, and directs staff to prepare and execute the mortgage and promissory note for signature by the Economic Development Authority Executive Director (City Administrator).

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 27th day of April, 2021.

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Paul Reinke, President

Attest:

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Susan Olson, Secretary