



ECONOMIC DEVELOPMENT AUTHORITY

AGENDA
AUGUST 22, 2022
6:30 PM
DUNDAS CITY HALL/CITY COUNCIL CHAMBERS

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF AGENDA
Motion by _____, second by _____ to approve agenda
3. APPROVAL OF MINUTES
Motion by _____, second by _____ to approve minutes of March 28, 2022
4. BILLS AND COMMUNICATIONS
5. REPORTS
6. UNFINISHED BUSINESS
7. NEW BUSINESS
8. EDA Resolution 2022-01 Adopting a 2023 Budget and Property Tax Levy and Requesting Their Approval by the City Council of the City of Dundas
9. ADJOURN

**CITY OF DUNDAS
ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES OF MARCH 28, 2022
6:30 PM Dundas City Hall**

Present: Glenn Switzer, Larry Fowler, Luke LaCroix, Luke Swartwood
Staff Present: City Planner Nate Sparks, City Administrator Jenelle Teppen

CALL TO ORDER/ROLL CALL

President Switzer called to meeting of the meeting to order at 6:30p.m. A quorum was present.

APPROVAL OF AGENDA

Motion by Fowler, second by LaCroix, to approve the agenda.

Motion Carried Unanimously (MCU)

APPROVAL OF MINUTES

Motion by Fowler, second by LaCroix, to approve minutes of February 28, 2022. MCU

BILLS AND COMMUNICATIONS

No bills or communications presented.

REPORTS

No reports presented.

UNFINISHED BUSINESS

No Unfinished Business presented.

NEW BUSINESS

Environmental Site Analysis

City Planner Nate Sparks discussed the need to conduct environmental site analyses on the redevelopment property formerly home to Central Valley Co-Op. He stated this would consist of a two-phase process, a more general Phase 1, and a deeper Phase 2 which looks into a remediation process. He brought a quote from WSB of \$3,700 for Phase 1. The environmental engineer with WSB that Staff had spoken to deemed the property likely to fail Phase 1, but that it is a required step. Sparks believes that a third phase is likely necessary, authorizing an architectural firm to conduct an analysis on the redevelopment of the property. He stated the City holds right of first refusal and has a sixty-day timeframe to match any offers on the property, but he believes the full analysis can likely not be completed in that timeframe. Sparks noted the topsoil around the property is likely to be contaminated and would need to be cleaned up/replaced.

Motion by Modory, seconded by Swartwood to approve WSB & Associates, Minneapolis, MN, to conduct a Phase 1 analysis at a cost of \$3,700. MCU

ADJOURN

The meeting was adjourned by Switzer at 6:53 PM.

Submitted by:

Attest:

Jenelle Teppen, Secretary

Glenn Switzer, President



REQUEST ECONOMIC DEVELOPMENT AUTHORITY ACTION

TO: Economic Development Authority Members

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Resolution 2022-01 Adopting a 2023 Budget and Property Tax Levy and Requesting Their Approval by the City Council of the City of Dundas

DATE: For the EDA Meeting of August 22, 2022

PURPOSE/ACTION REQUESTED

Consider approving EDA Resolution 2022-01 Adopting a 2023 Budget and Property Tax Levy and Requesting Their Approval by the City Council of the City of Dundas.

SUMMARY

The EDA is asked to review the attached draft budget for 2023.

The EDA will need to adopt Resolution 2022-01 in order for the City Council to consider it at the September 12 meeting when they will consider the overall proposed 2023 general fund levy.

RECOMMENDATION

Motion to approve Resolution 2022-01 Adopting a 2023 budget and property tax levy and requesting their approval by the City Council of the City of Dundas.

Fund 235 ECONOMIC DEVELOPMENT AUTHORITY

Dept 46500 Economic Development					
E 235-46500-100 Salaries and Wages	\$0.00	\$0.00	\$5,943.99	\$9,640.00	\$10,060.00
E 235-46500-121 PERA	\$0.00	\$0.00	\$445.67	\$720.00	\$750.00
E 235-46500-122 Payroll Taxes	\$0.00	\$0.00	\$454.72	\$740.00	\$770.00
E 235-46500-131 Employer Paid Health	\$0.00	\$0.00	\$635.81	\$1,040.00	\$980.00
E 235-46500-133 Employer Paid Dental	\$0.00	\$0.00	\$8.19	\$20.00	\$10.00
E 235-46500-134 Employer Paid Life	\$0.00	\$0.00	\$1.26	\$0.00	\$0.00
E 235-46500-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$96.33	\$40.00	\$0.00
E 235-46500-200 Supplies	\$0.00	\$76.80	\$0.00	\$0.00	\$0.00
E 235-46500-301 Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$2,220.00	\$2,220.00
E 235-46500-304 Legal Fees	\$0.00	\$1,999.00	\$0.00	\$1,000.00	\$1,000.00
E 235-46500-313 Planning Fee s	\$0.00	\$971.70	\$425.70	\$4,000.00	\$4,000.00
E 235-46500-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 46500 Economic Development	\$0.00	\$3,047.50	\$8,011.67	\$19,420.00	\$19,790.00
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY	\$0.00	\$3,047.50	\$8,011.67	\$19,420.00	\$19,790.00

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NO. EDA 2022-01

*A Resolution Adopting A 2023 Budget and Property Tax Levy and
Requesting Their Approval by The City Council of the City of Dundas*

WHEREAS, the Economic Development Authority of the City of Dundas (the “EDA”) undertakes redevelopment and housing activities in the City of Dundas, Minnesota (the “City”); and

WHEREAS, pursuant to authority granted by Minnesota Statutes, Section 469.02 and the enabling resolution of the EDA, the EDA exercises all of the powers of a housing and redevelopment authority (“HRA”) as described in Minnesota Statutes, Section 469.001 to 469.047 (the “Act”); and

WHEREAS, under Section 469.033 Subdivision 6 of the Act, an HRA is authorized to levy and collect special benefit taxes on all taxable property under the jurisdiction of the HRA, that is, property in the City; and

WHEREAS, the permitted levy is 0.01813 percent of the estimated market value of the property in the City.

NOW THEREFORE BE IT RESOLVED by the Economic Development Authority of the City of Dundas as follows:

1. The EDA hereby adopts a 2023 budget for housing and redevelopment in the amount of \$19,790.
2. The EDA hereby adopts a 2023 property tax levy of \$38,527 for the purpose of funding the adopted budget in conformance with Section 469.033, Subdivision 6 of Minnesota Statutes.
3. The Secretary is authorized and directed to transmit a certified copy of this Resolution to the City Council of the City of Dundas for its consent and approval as provided by Section 469.033 of the Act and for certification to the Property Tax & Elections Director of Rice County.

ADOPTED, by the Economic Development Authority of the City of Dundas, Minnesota, on this 22nd day of August, 2022.

Glenn Switzer, President

Jenelle Teppen, Secretary