



**CITY OF MARSHALL**  
**Housing and Redevelopment Authority**  
**Meeting**  
**A g e n d a**  
**Tuesday, August 11, 2020 at 3:45 PM**  
**Minnesota Emergency Response and Industrial**  
**Training (MERIT) Center, 1001 Erie Road**

**NOTICE: Pursuant to Minnesota State Statute 13D.021**

Some or all members of the City Council may participate by telephone or other electronic means. Regular attendance and meeting location are not feasible due to the Coronavirus Disease (COVID-19) pandemic.

**CALL TO ORDER**

**APPROVAL OF MINUTES**

1. Consider approval of the minutes from the special meeting held on June 9, 2020.

**NEW BUSINESS**

2. Request Authorization for the Appropriate City Officials to Execute a Certificate of Completion and Final Certificate related to Finalization and Closing Out of a Contract for Private Development Including Land Purchase and Business Subsidy Agreement by and between City of Marshall, HRA, and Ralco Nutrition and Knochenmus Enterprises.

**ADJOURN**



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Meeting Date:</b>	Tuesday, August 11, 2020
<b>Category:</b>	APPROVAL OF MINUTES
<b>Type:</b>	ACTION
<b>Subject:</b>	Consider approval of the minutes from the special meeting held on June 9, 2020.
<b>Background Information:</b>	
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	Staff encourages HRA Members to provide any suggested corrections to the minutes in writing to City Clerk, Kyle Box, prior to the meeting. We then could potentially incorporate proposed amended minutes at the meeting.
<b>Recommendations:</b>	that the minutes of the special meeting held on June 9, be approved as filed with each member and that the reading of the same be waived.

**CITY OF MARSHALL  
HOUSING AND REDEVELOPMENT AUTHORITY MEETING  
M I N U T E S  
Tuesday, June 09, 2020**

The special meeting of the Housing and Redevelopment Authority was held on June 9, 2020 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 7:00 P.M. by Chairman Robert Byrnes. In addition to Byrnes the following members were present: Craig Schafer, Steve Meister, Glenn Bayerkohler, John Decramer, Russ Labat, James Lozinski. Absent: None. Staff present included: Sharon Hanson, Executive Director; Dennis Simpson, City Attorney; Jason Anderson, Director of Public Works/ City Engineer; Annette Storm, Director of Administrative Services and Kyle Box, City Clerk.

**Consider approval of the minutes from the special meeting held on March 10, 2020.**

Motion made by Board Member Schafer, Seconded by Board Member Decramer that the minutes of the special meeting held on March 10, be approved as filed with each member and that the reading of the same be waived. Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Bayerkohler, Board Member Decramer, Board Member Labat, Board Member Lozinski. The motion **Carried. 7-0**

**Consider Resolution No. 197, Second Series, Authorizing Amendment of the Tax Increment Financing Plan for Tax Increment Financing District No 2-2**

On May 23, 2020, the Council awarded a contract for demolition to LinnCo Inc in the amount of \$523,444 for the property located at 326 W Main Street (also known as the Marshall Hotel). It was the understanding that pooled TIF would be used as the funding source.

This administrative budget amendment to TIF District 2-2 would give the authority to use pooled TIF dollars to fund the demolition of the previously described property.

Motion made by Board Member Schafer, Seconded by Board Member Meister to approve Resolution No. 197, Second Series, Authorizing Amendment of the Tax Increment Financing Plan for Tax Increment Financing District No 2-2. Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Decramer, Board Member Labat, Board Member Lozinski Voting Nay: Board Member Bayerkohler. The motion **Passed. 6-1**

**Adjourn**

Motion made by Board Member Lozinski, Seconded by Board Member Schafer to adjourn  
Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Bayerkohler, Board Member Decramer, Board Member Labat, Board Member Lozinski

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Robert J. Byrnes  
Chairman

ATTEST:

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Sharon Hanson  
Executive Director

## HRA CITY OF MARSHALL AGENDA ITEM REPORT

<b>Meeting Date:</b>	Tuesday, August 11, 2020
<b>Category:</b>	CONSENT AGENDA
<b>Type:</b>	INFO/ACTION
<b>Subject:</b>	Request Authorization for the Appropriate City Officials to Execute a Certificate of Completion and Final Certificate related to Finalization and Closing Out of a Contract for Private Development Including Land Purchase and Business Subsidy Agreement by and between City of Marshall, HRA, and Ralco Nutrition and Knochenmus Enterprises.
<b>Background Information:</b>	<p>On April 13, 2012, the City of Marshall, HRA and Ralco Nutrition entered into a contract for private development including land purchase and business subsidy agreement. The agreement authorized the transfer of Sonstegard Addition Property to Ralco Nutrition and Knochenmus Enterprises. The Agreement further obligated those entities to retain six jobs for a specified period of time at certain income obligation. In addition, the developer was required to construct improvements on said property.</p> <p>All obligations from the developer have been met. Property has been developed and jobs have been retained as required. All documentation noting that information has been provided to the State of Minnesota Department of Employment and Economic Development.</p> <p>The Developer has requested that the certificate of completion and final certificate related to the development project be provided as set forth within the agreement. As indicated all property improvements have been made and all job retention obligations have been met and documented. It is reasonable to provide the certificates as requested.</p>
<b>Fiscal Impact:</b>	None
<b>Alternative/ Variations:</b>	No alternative action recommended.
<b>Recommendations:</b>	That the City Council and HRA provide the certificate of completion and final certificate as requested by developer. That the appropriate officials be authorized to sign said certificates.

## CERTIFICATE OF COMPLETION

The undersigned hereby certifies that Ralco Nutrition, Inc. (the “Redeveloper”) has fully complied with its obligations under Articles III and IV of that document titled “Contract for Private Development” dated \_\_\_\_\_, 2012 by and between the City of Marshall and the Redeveloper, with respect to construction of the Minimum Improvements in accordance with the Construction Plans, and that the Redeveloper is released and forever discharged from its obligations to construct the Minimum Improvements under Articles III and IV.

# THE HOUSING AND REDEVELOPMENT AUTHORITY IN AND FOR THE CITY OF MARSHALL

By

Its Chair, Robert J. Byrnes

By \_\_\_\_\_  
Its Executive Director, Sharon Hanson

[illegible]

On this \_\_\_\_ day of \_\_\_\_\_, 2020, before me, a Notary Public within and for said County, personally appeared Robert Byrnes and Sharon Hanson, to me personally known, who, being each by me duly sworn, did say that they are the Chair and Executive Director, respectively, of the City of Marshall Housing and Redevelopment Authority

Notary Public