



**AGENDA – REGULAR MEETING**  
**6:00 p.m., November 13, 2017**

## **Economic Development Authority**

- 1. ROLL CALL**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
  - A. October 9, 2017
- 4. MATTERS FROM THE FLOOR**
- 5. PUBLIC HEARING**
- 6. ACCOUNTS PAYABLE**
- 7. OLD BUSINESS**
  - A. Consider EDA Pay Off of Beautification Fund Deficit
  - B. Discuss Proposed 2018 Economic Development Authority Budget
- 8. NEW BUSINESS**
- 9. REPORTS OR COMMENTS: Executive Director, President, Members**
  - A. Comprehensive Plan Update
- 10. ADJOURNMENT**

**OSSEO ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES  
October 9, 2017**

1. ROLL CALL

President Todd Woods called the regular meeting of the Osseo Economic Development Authority to order at 6:00 p.m., Monday, October 9, 2017.

Members present: Juliana Hultstrom, Harold E. Johnson, Dan LaRouche, Mark Schulz, Larry Stelmach, and Todd Woods.

Members absent: Duane Poppe.

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

Others present: None.

2. APPROVAL OF AGENDA

Executive Director Riley Grams requested Accounts Payable be addressed after Item 7A on the agenda.

**A motion was made by Hultstrom, seconded by LaRouche, to approve the Agenda as amended. The motion carried 6-0.**

3. APPROVAL OF MINUTES – SEPTEMBER 11, 2017

**A motion was made by LaRouche, seconded by Johnson, to approve the minutes of September 11, 2017, as presented. The motion carried 6-0.**

4. MATTERS FROM THE FLOOR – None.

5. PUBLIC HEARINGS – None.

7. OLD BUSINESS

A. APPROVE PAYMENT OF PERSONAL PROPERTY TAXES FOR 26 2<sup>ND</sup> STREET NW

City Attorney Mary Tietjen explained the EDA discussed this item at its September meeting. She reported the Osseo EDA had received a notice from Hennepin County regarding delinquent personal property taxes for the property at 26 2<sup>nd</sup> Street NW. She indicated she had drafted a background memo for the EDA on this matter and summarized how personal property taxes were defined. She reported she had confirmed with the City Finance Director that the EDA had been making personal property tax payments and advised the EDA to approve the outstanding payment of personal property taxes for the property at 26 2<sup>nd</sup> Street NW.

Johnson commented on the financial history of this property and stated he supported the EDA paying the outstanding personal property taxes.

Woods questioned if the EDA would be setting a precedent by approving this payment. City Attorney Tietjen explained this was a matter of contract drafting and believed that each lease situation would be different.

**A motion was made by Stelmach, seconded by Johnson, to approve the payment of personal property taxes for 26 2<sup>nd</sup> Street NW. The motion carried 5-1 (Hultstrom opposed).**

8. NEW BUSINESS

A. CONSIDER DEVELOPMENT OPPORTUNITY IN THE CENTRAL BUSINESS DISTRICT

Grams stated a property come up for sale since the owner passed away recently. The property is located at 25 2nd Street NW. This is a residential property located in the Central Business District. It presents an opportunity for the EDA or City to participate in the removal of a nonconforming single-family residential use from a commercial district. If the EDA could acquire other surrounding properties, there might be a development opportunity. Staff's original thought was to replicate something similar to the Rochon development, in size and scale. It was noted the combined property size of the potentially available properties is almost twice as large as the Rochon development. Staff reviewed a list of the surrounding properties, with owner information, 2017 assessed values, property size, and other comments from staff.

Grams reported Rochon's assessed value at the start of 2016, for taxes payable in 2017, was \$25,000. (This valuation does not include the new building, because it was not finished at the beginning of 2016.) Based on this valuation, Rochon's 2017 taxes totaled just over \$800. Rochon's assessed value for 2017, for taxes payable in 2018, is \$825,000. Rochon's 2018 taxes are estimated to be in the neighborhood of \$33,000.

Grams explained Property B was recently purchased by the Minnesota Meditation Center and is currently used for residential housing for the monks. The Minnesota Mediation Center has expressed some interest in remodeling its worship facility to include residences for the monks. Until that occurs, they have purchased a former rental house at 33 2nd Street NW to use as a residence for the monks. The residential use is legally allowed to continue despite the change in ownership. However, it is a single-family home located in the middle of the downtown commercial area. Assuming the EDA would be able to purchase that property from the Minnesota Mediation Center, there would be some necessary work done to the existing church building to allow for a residential use. For monks to live in the worship facility, the property would need a conditional use permit and some substantial remodeling work to bring it up to current occupancy code.

Grams stated the Wiley Properties owned parking lot is available for redevelopment. According to the Osseo Police, a large number of area employees use that parking lot throughout the day. If the EDA or City were going to include that property, it would make sense to include some off-street parking for the general area. This would then potentially allow the EDA to sell the existing EDA parking lot (108 1st Avenue NW) to Heinen Motorsports to allow for the expansion of that business (as previously proposed by Paul Heinen). Staff also recommends including Property D into this plan, so that the redevelopment site encompasses an entire half block. The Phone Guys business could occupy a space in any new development.

Grams estimated the following costs in order to purchase all properties mentioned:

Property A	Wiley parking lot	\$100,000
Property B	MN Mediation Center residential home	\$185,000
Property C	Residential home	\$100,000
Property D	Small commercial building (Phone Guys)	\$160,000
	<b>TOTAL</b>	<b>\$545,000</b>

Grams stated staff would also propose applying for available grant funds to help with site acquisition. The EDA would then either sell those properties as-is to a developer, or clear the site and then sell. The goal would be to recoup as much of the site purchase price as possible. Assuming a commercial structure is built similar to Rochon on this site, the expected annual property taxes from such a development would be in the neighborhood of \$36,000, of which the City receives approximately one-third (roughly \$12,000).

LaRouche asked which properties were not currently zoned commercial. Grams explained Properties B and C currently housed single-family residential homes.

Woods believed this proposed project would be more likely to happen versus the North Central Redevelopment project. Grams said he agreed.

Stelmach indicated he was comfortable with staff approaching the property owners to see what they have to say.

Woods agreed and encouraged staff to investigate a potential redevelopment for these properties.

Schulz supported the EDA pursuing these properties as well and believed this was a good area of town to be redeveloped. He suggested the Crystal Welding building also be considered.

Hultstrom asked if the EDA had received any inquiries with the recent RFP. Abts explained the City has received several inquiries and noted the RFP was due at the end of October. She reported the RFP had been downloaded 33 times.

Johnson recommended the EDA pursue Property C. Grams thanked the EDA for its input and reported staff would approach the Property C property owners.

6. ACCOUNTS PAYABLE

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.**

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

Johnson provided the EDA with an update on the Highway 81 road construction project.

Schulz explained he and another Councilmember would be meeting with President Woods to discuss the Gateway Sign.

Abts noted a draft Comprehensive Plan was available. She explained comments on the document could be sent to City Hall or WSB.

10. ADJOURNMENT

**A motion was made by Schulz, seconded by Hultstrom, to adjourn at 6:33 p.m. The motion carried 6-0.**

Respectfully submitted,

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*



## City of Osseo Economic Development Authority Meeting Item

### Accounts Payable Listing 11/13/17EDA

Check Name	Comments	Amount
KENNEDY & GRAVEN, CHARTERED	PERSONAL PROPERTY TAX	\$570.05
KENNEDY & GRAVEN, CHARTERED	SEPT 2017 MTG	\$163.25
TIMESAVER OFF SITE	10/9/17 EDA MTG	<u>\$139.00</u>
		\$872.30

EDA MONTH END CASH BALANCE							
			DIRECTIONAL				
		10/9/2017	SIGNAGE	ADJUSTMENTS	11/13/2017	PROPOSED	11/13/2017
FUND	DESCRIPTION	BALANCE	REVENUE	(+/-)	BALANCE	EXPENSE	BALANCE
801	GENERAL	640,015.32	2,500.00	74.70	642,590.02	-872.30	641,717.72
806	TIF 2-5 REALIFE	2,856.45			2,856.45		2,856.45
817	TIF 2-4 BELL TOWER	276,350.90			276,350.90		276,350.90
819	TIF 2-6 CELTIC CROSSING	56,224.72			56,224.72		56,224.72
824	TIF 2-7 BARGER PROJECT	-727.43			-727.43		-727.43
825	TIF 2-8 LANCOR/LYNDES	-6,456.82			-6,456.82		-6,456.82
836	TIF 2-9 CENTRAL 5	-279,568.45			-279,568.45		-279,568.45
		688,694.69	2,500.00	74.70	691,269.39	-872.30	690,397.09
	HENN CTY GRANT - DIRECTIONAL SIGNAAGE		2,500.00				
	INTEREST JULY		74.70				
				2,574.70			



## City of Osseo Economic Development Authority Meeting Item

**Agenda Item:** Consider EDA Payoff of Beautification Fund Deficit

**Meeting Date:** November 13, 2017

**Prepared by:** Riley Grams, EDA Executive Director

**Attachments:** Beautification Plan from Parks & Rec Committee Packet  
Parks & Rec Committee Minutes November 7, 2017

**Policy Consideration:**

Consider paying off the Beautification Fund deficit.

**Background:**

At the August EDA meeting, the EDA considered paying off the deficit in the Beautification Fund. The Beautification Fund houses all of the expenditures for Osseo's downtown beautification, including all materials and labor for the hanging flower baskets, flower planter boxes along Central Ave, flowers in Boerboom Park and now flowers and plant maintenance around the Clocktower and Gateway Sign. At that meeting, the EDA directed Staff to develop a plan so the Fund does not continue to go into deficit each year. Staff put together a plan, and the Parks & Recreation Committee reviewed the plan at their November 7 meeting and recommended approval by a 6-0 vote (see attached minutes). The plan is as follows:

- A) Reduce the number of hours from Designing Nature, City Staff and local Volunteers will pitch in to cover the weekly clean up and general maintenance of the flower beds and in Boerboom Park. The City would still hire Designing Nature to do the initial spring cleanup and flower plantings, as well as the final fall clean up and cutting down of plants/flowers. However, City Staff and Volunteers would cover the weekly maintenance throughout the summer months. Volunteers would be requested throughout the spring and summer, with supplies offered by the City. Regular City Staff plan on doing a twice-a-year team building exercise in which we would split into two groups and take one side of Central Ave, cleaning up the planting areas and providing general maintenance. Staff anticipates this would save approximately \$3,000 per year in expenditures.
- B) Staff will develop a sponsorship program and offer it to local businesses and residents to help cover the other expenditures. We considered a variety of ways to promote the sponsorship of various hanging flower baskets or individual planting boxes. This includes thank you ads on the Gateway Sign, posts on the City's social media pages (Facebook and Twitter), mentions in the year-end Osseo Outlook newsletter, and a thank you page on the City's website. Staff did consider small plaques to put on the flower baskets or in the flower beds, but determined this would only add additional costs to the sponsorship program, and would be difficult to implement. Public Works doesn't want to hang anything on light poles, including drilling holes or attaching small plaques to the light poles, and putting signs on the flower baskets themselves wouldn't work either as the flowers would eventually over grow and hide the plaques. Additionally, we would be concerned with theft of the plaques. We determined that the appropriate sponsorship level for a hanging flower basket is

\$200 (which includes the basket itself, watering, fertilizer and maintenance of those water lines) and for a flower bed is \$175 (including the flowers, watering and fertilizer).

- C) Continue to include various donations direct to the Beautification Fund towards these expenses. We average a total of \$6,000 in donations to this specific fund, mostly from individual resident donors. However, from time to time we do receive larger donations from local community groups or businesses.

The following is a summary of the last three years of expenses to that fund:

2015:	\$12,193.43
2016:	\$14,032.44
2017 (anticipated):	\$11,430.68

Additionally, Staff is now housing the expenditures and revenue of this Fund into the City's General Fund budget. The City is showing expenditures of approximately \$12,500 annually, which is now in the General Fund budget. However, the average annual donation and sponsorship amounts are included in the General Fund revenue budget which offsets the expenditure amount. Housing the expenditures into the General Fund budget ensures that the Fund will not go into deficit, which was the major concern of the EDA members.

At this point in time, the Fund has a deficit of \$15,806.54 (to date). This is the amount that the EDA is being asked to pay off, which would zero out the balance of the Fund. Because the beautification of Osseo's downtown business core can be considered a key component to a lively business environment, the Osseo City Council believes this to be an appropriate use of EDA funds, per their direction from the May 30 work session meeting. The EDA should consider paying off the existing fund deficit in 2017 so that the Fund is "zeroed out" on December 31, 2017 (end of our fiscal year). Staff requests that the final pay off amount be determined on December 31, and thus, the preference is to not include a specific amount in the motion. If a specific amount is required by the EDA, Staff recommends a not-to-exceed amount of \$17,500, as we are anticipating more expenses to come in shortly.

#### **Budget or Other Considerations:**

If the EDA elects to pay off the deficit, the funds would come out of the EDA's General Fund in 2017.

#### **Options:**

The Economic Development Authority may choose to:

1. Approve paying off the Beautification Fund deficit on December 31, 2017;
2. Approve paying off the Beautification Fund deficit with a do-not-exceed amount of \$17,500;
3. Deny approval of paying off the Beautification Fund deficit;
4. Table action on this item for more information.

#### **Recommendation/Action Requested:**

1. Staff recommends the Economic Development Authority choose option 1) Approve paying off the Beautification Fund deficit on December 31, 2017.

#### **Next Step:**

If approved, Staff will pay off the deficit on December 31, 2017 with EDA General Fund money.



## Osseo Parks & Recreation Committee Meeting Item

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**Agenda Item:** Discuss Downtown Beautification Plan

**Meeting Date:** November 7, 2017

**Prepared by:** Nancy Abts, City Planner

**Attachments:** Map of Planting Bed Locations

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### **Policy Consideration:**

The City is considering the long term viability of the downtown beautification program. The Economic Development Authority has asked administrative staff to come up with a strategy to maintain the planting beds and flower baskets.

### **Background:**

The annual costs of downtown beautification are estimated at \$12,000. This includes approximately \$4,000 for flower baskets and materials, and an \$8,000 of maintenance costs paid to Designing Nature for regular upkeep of the plantings.

In recent years, the beautification program has averaged \$6,000 in donations. Staff estimates that an additional \$3,000 in maintenance costs can be saved from the Designing Nature bill if their work is supplemented by City Staff and volunteers. The City Administrator is confident that downtown beautification is an eligible expense for the City.

The outstanding amount can be partially paid for with sponsorship. Public Works staff has determined the approximate cost of a hanging flower basket to be \$200 and a raised flower bed to be \$175. In 2017, the City purchased 68 baskets and maintained 7 raised flower beds. The new planting bed at the Gateway Sign and existing beds near the Clocktower may also attract sponsors. If all items are sponsored (an unlikely occurrence), the program would cover the entire cost of downtown beautification. If approximately 20% of the items were sponsored, the contributions would cover the expected program gap of \$3,000.

Strategies for identifying and thanking donors include:

- Listing in the "Osseo Outlook" newsletter
- Acknowledgement of donation at City Council meetings
- Acknowledgement on Social Media
- Acknowledgement on the Gateway Sign
- Posting a list of donors on the city's website
- Providing donors with a 'thank you' certificate

Plaques identifying donors are not recommended for the following reasons:

- Too difficult to attach to poles or hang on baskets
- Adds cost and staff time to the beautification program
- The plaques will not be very visible
- The plaques may be stolen
- The other strategies for thanking donors will provide more visibility with less effort and additional cost

**Budget or Other Considerations:**

An item has been added to the proposed 2018 city budget to cover any un-recouped costs annual for Downtown Beautification. The Economic Development Authority may consider paying off a significant deficit in the Beautification/Flower Fund.

**City Goals Met By This Action:**

- 1) Ensure City's continued financial stability
- 3) Maintain as low a tax rate as possible

**Options:**

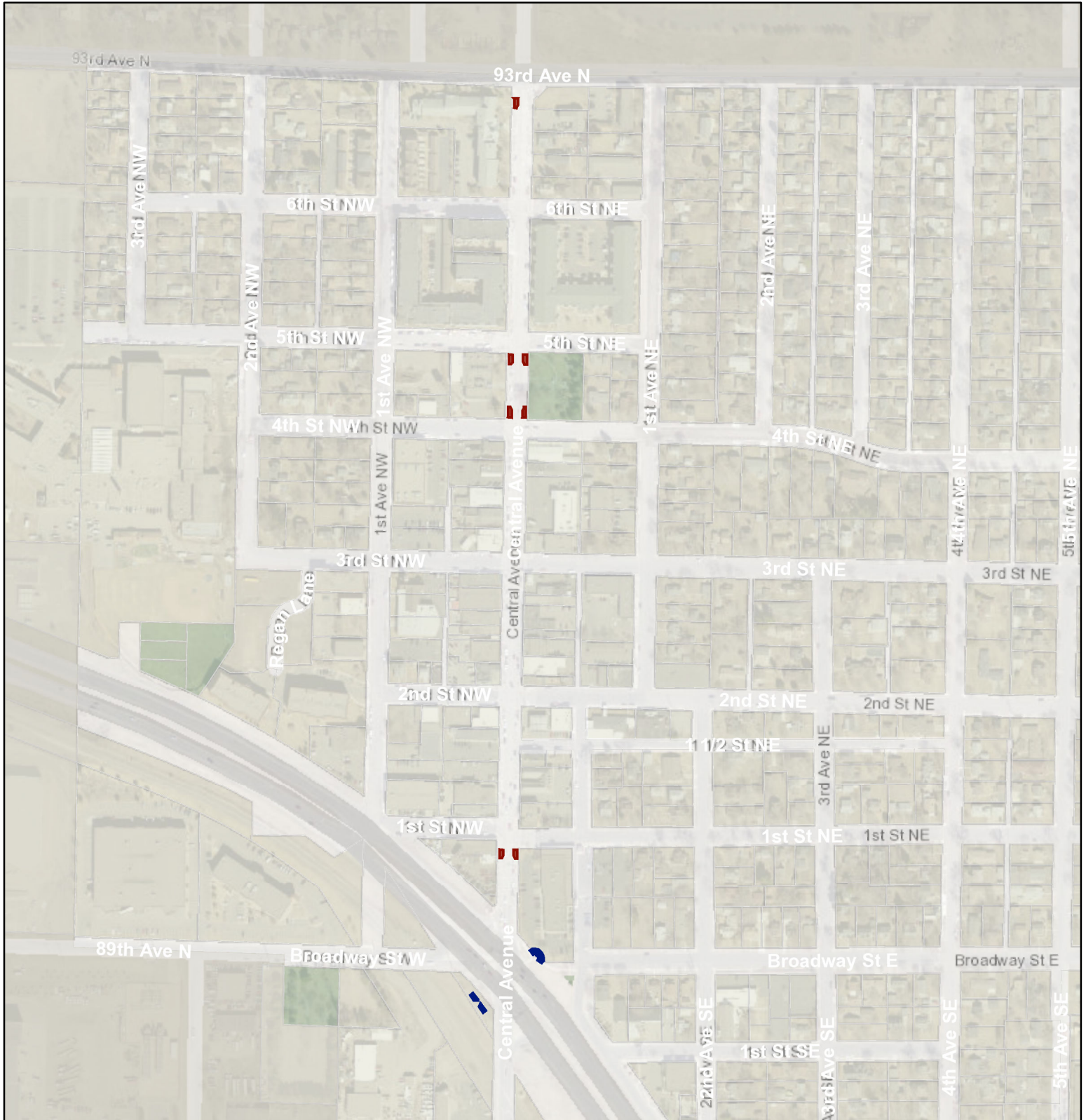
The Parks and Recreation Committee may choose to ***make the following recommendation to the City Council and Economic Development Authority:***

1. Approve the Downtown Beautification Plan as presented;
2. Approve the Downtown Beautification Plan with noted changes/as amended;
3. Deny the Downtown Beautification Plan; or may
4. Table action on this item for more information.

**Next Step:**

The Economic Development Authority will consider the Downtown Beautification Plan at their upcoming November 13 meeting. If the EDA approves of the plan, they will consider paying off the negative balance in the Beautification/Flower Fund.

# Planting Beds



1 inch = 400 feet



October 31, 2017

Map Powered by DataLink  
from WSB & Associates

**OSSEO PARKS & RECREATION COMMITTEE MINUTES**  
**REGULAR MEETING**  
**November 7, 2017**

**C. DISCUSS DOWNTOWN BEAUTIFICATION PLAN**

The Economic Development Authority has considered paying off a negative fund balance in the Beautification/Flower Fund, if a plan for ongoing financial solvency is included. City Staff have examined program costs and past revenues. They have prepared a plan that includes lowering the amount of time outside contractors work on the landscaping by incorporating city staff and volunteer labor instead. They have also prepared a proposal for sponsorships of the flower baskets and planting beds. If all items are sponsored, the entire cost of downtown beautification would be covered.

Several opportunities to acknowledge sponsors are suggested. These include acknowledgement on social media and the city's website, on the Gateway Sign, at City Council meetings, and in the city's newsletter. They do not include small plaques or signs at each individual location, because these items add additional work and do not have the reach of some other methods of acknowledgement.

There is money in the proposed 2018 City Budget to cover expected gaps. Sponsorships would effectively help defray future costs of the program.

The Committee agreed that it would not hurt to try out this approach. They appreciated that sponsorships would be available to individuals as well as organizations.

**A motion was made by Zelenak, seconded by Webster, to recommend approval of the Downtown Beautification Plan. The motion passed 6-0.**



## City of Osseo Economic Development Authority Meeting Item

**Agenda Item:** Discuss Proposed 2018 Economic Development Authority Budget

**Meeting Date:** November 13, 2017

**Prepared by:** Riley Grams, EDA Executive Director

**Attachments:** Draft EDA 2018 Budget

**Policy Consideration:**

Consider the draft EDA 2018 budget. Staff will bring final budget back to the EDA at the December 11 meeting for final approval and adoption.

**Background:**

Each year the EDA should consider the new budget documents for approval prior to the end of the year. Attached is a Staff proposed 2018 budget for the EDA. It includes the anticipated expenditures and revenue into the EDA budget for 2018. Items of note include:

- 1) The City Council has considered whether or not the EDA would pay for the on-going maintenance and operation costs of the Gateway Sign, since it's a tool of economic development here in Osseo. After a few months of data, Staff determined that the average monthly cost for the Gateway Sign (electric costs, mostly) to be \$250. Extrapolated out for a full year, and we're looking at approximately \$3,000 for operations of the Gateway Sign.
- 2) Continue to fund Staff time to the City's General Fund budget. No change from last year (\$45,000).
- 3) Anticipated property acquisition costs for future redevelopment are also included in this budget. At this point, Staff recommends that any property purchases for the North Central Development area should be included in the overall redevelopment of that site (the TIF or other City assistance package would include funds for property acquisition at the time of the deal). However, the other area Staff is considering property acquisition is just south of City Hall, located on the same block as the MN Mediation Center (the EDA discussed this area at their last meeting). Proposed property purchase costs for 2018: \$525,000. However, the idea would be to sell the properties to a developer for the same total purchase cost. You will note a \$525,000 located in the revenue section of the budget to offset that amount.
- 4) The Osseo Spring Opener event is also in the budget for \$2,500. This is a shot in the dark on expected expenditures.

**Recommendation/Action Requested:**

Staff recommends the Economic Development Authority discuss the proposed 2018 EDA budget and direct Staff accordingly. Staff will adjust the budget and bring it back at the December 11 meeting.

**City of Osseo Economic Development Authority (EDA)**

**Operating Budget  
2018**

							2018 Proposed Budget	
Account Number	Account Description	2015 Actual	2016 Actual	2017 Budget	YTD 10/31/2017	2017 (over)/under	Amount	Descr.
REVENUE								
801-33600	Rental Income	\$ 6,778		\$ -		\$ -	\$ -	Rental property sold in 2015
801-36050	Property Revenue	\$ 17,217		\$ -		\$ -	\$ 525,000	Sale of Properties for Redevelopment
801-36210	Interest Earned on Investments	\$ 6,241	\$ 7,105	\$ 5,500	\$ 457	\$ 5,043	\$ 5,500	
801-36235	Miscellaneous	\$ -	\$ 1,060	\$ 1,000	\$ 150	\$ 850	\$ 500	Way signage
	Other			\$ -	\$ 2,500	\$ (2,500)	\$ -	Way signage grant
	Other			\$ -	\$ 300	\$ (300)	\$ 300	Spring Opener Donations
	Total Revenue	\$ 30,236	\$ 8,165	\$ 6,500	\$ 3,407	\$ 3,093	\$ 531,300	
EXPENDITURES								
801-71000-106	Board Compensation	\$ 1,035	\$ 375	\$ 540		\$ 540	\$ 540	3 Board members
801-71000-125	FICA	\$ 79	\$ 29	\$ 42		\$ 42	\$ 42	7.65%
801-71000-211	Operations	\$ 2,006	\$ 2,060	\$ 500	\$ 1,059	\$ (559)	\$ 500	Way Signage
801-71000-255	Dues/Memberships	\$ 1,069	\$ 1,464	\$ 1,500	\$ 1,069	\$ 431	\$ 1,500	NW Chamber(1069), MN EDA(395)
801-71000-260	Meetings/Travel/Seminars	\$ -	\$ 195	\$ 2,500	\$ 797	\$ 1,703	\$ 2,000	MN EDA winter conf, Ehlers Conf
801-71000-304	Legal Services	\$ 3,633	\$ 2,211	\$ 3,000	\$ 2,204	\$ 796	\$ 3,000	12 mtgs @ 250
801-71000-307	Recording Services	\$ -	\$ 977	\$ 1,500	\$ 1,319	\$ 181	\$ 1,530	Meeting recording (2%)
801-71000-310	Other Professional Services	\$ 10,618	\$ 12,956	\$ 9,000	\$ 11,795	\$ (2,795)	\$ 12,000	Ehlers TIF management
801-71000-351	Printing/Publishing	\$ 505	\$ -	\$ 500	\$ 354	\$ 146	\$ 500	Newsletter/Annual Disclosure
801-71000-355	Personnel/Recruitment	\$ 2,993	\$ -	\$ -	\$ -	\$ -	\$ -	
801-71000-380	Electric Service for Gateway Sign	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ 3,000	250/mo for 12 months
801-71000-390	Gas Service	\$ 117	\$ -	\$ -	\$ -	\$ -	\$ -	
801-71000-399	Property Taxes	\$ 6,754	\$ 201	\$ 210	\$ 6,705	\$ (6,495)	\$ 225	Rental property sold in 2015
801-71000-720	Transfer to City General Fund (101)	\$ 68,970	\$ 35,000	\$ 45,000	\$ -	\$ 45,000	\$ 45,000	Reimb. To City for staff time
	Other			\$ -	\$ -	\$ -	\$ 65,000	Gateway Sign Contribution
	Other			\$ -	\$ 399	\$ (399)	\$ 2,500	Special Event costs (Spring Opener)
	Other			\$ -	\$ -	\$ 15,500	\$ -	Pay Off Beautification Fund
	Other						\$ 525,000	Property Purchases for Redevelopment
	Total Expenditures	\$ 97,789	\$ 55,467	\$ 64,292	\$ 25,701	\$ 54,091	\$ 662,337	
Net Increase in Fund Balance		\$ (67,553)	\$ (47,303)	\$ (57,792)	\$ (22,295)	\$ (50,997)	\$ (131,037)	
Fund Balance, January 1		\$ 782,048	\$ 714,495	\$ 667,192	\$ 667,192	\$ 667,192	\$ 616,195	
Fund Balance, December 31		\$ 714,495	\$ 667,192	\$ 609,400	\$ 644,897	\$ 616,195	\$ 485,158	



## Osseo Economic Development Authority Meeting Item

**Agenda Item:** Comprehensive Plan Update

**Meeting Date:** November 11, 2017

**Prepared by:** Nancy Abts, City Planner

**Attachments:** Comprehensive Plan Update Executive Summary presentation

**Policy Consideration:**

The EDA will receive an update on the city's 2040 Comprehensive Plan

**Background:**

Each community in the 7-county Metro region must update its Comprehensive Plan every 10 years. Osseo is on track complete its update by early 2018 to meet the Met Council's deadlines. These deadlines are required for grant funding the city has received.

As the name suggests, the Comprehensive Plan addresses many topics. The Plan guides future development and helps the community get from 'where we are' to 'where we want to be'. The plan covers topics including:

- Land use
- Redevelopment
- Housing quality
- Park and recreation systems
- Community facilities
- Commercial and economic development
- Community infrastructure systems
- Surface water management, and
- Transit and transportation.

Many of the topics also influence Economic Development in Osseo. The Comprehensive Plan serves as the framework for many development policies. This includes the city's including zoning and land use as well as other priorities. This update to the plan also highlights components that influence public health. These parts of the plan were funded through a grant from the Minnesota Department of Health, administered through Active Living Hennepin County.

**Previous Action or Discussion:**

The Comprehensive Plan steering committee, including EDA member Todd Woods, has met regularly throughout 2017 to help develop the draft plan. The committee reviewed the plan in October.

**Next Step:**

An Open House for the Draft Plan will be held on Monday, November 20 from 5:00 – 6:00 pm in City Council Chambers. The Open House will be followed by a public hearing on the plan, held as part of the 6:00 pm Planning Commission meeting.



# **Comprehensive Plan Update**

## Executive Summary

## **Vision:**

**Osseo is an accommodating, business friendly and connected city that promotes community vitality and housing diversity while supporting the safety and well-being of all who live, work, and visit here.**

**Six Vision  
Themes:**

**Accommodating**

**Community  
Vitality**

**Business  
Friendly**

**Safety and  
Wellbeing**

**Housing  
Diversity**

**Connected**

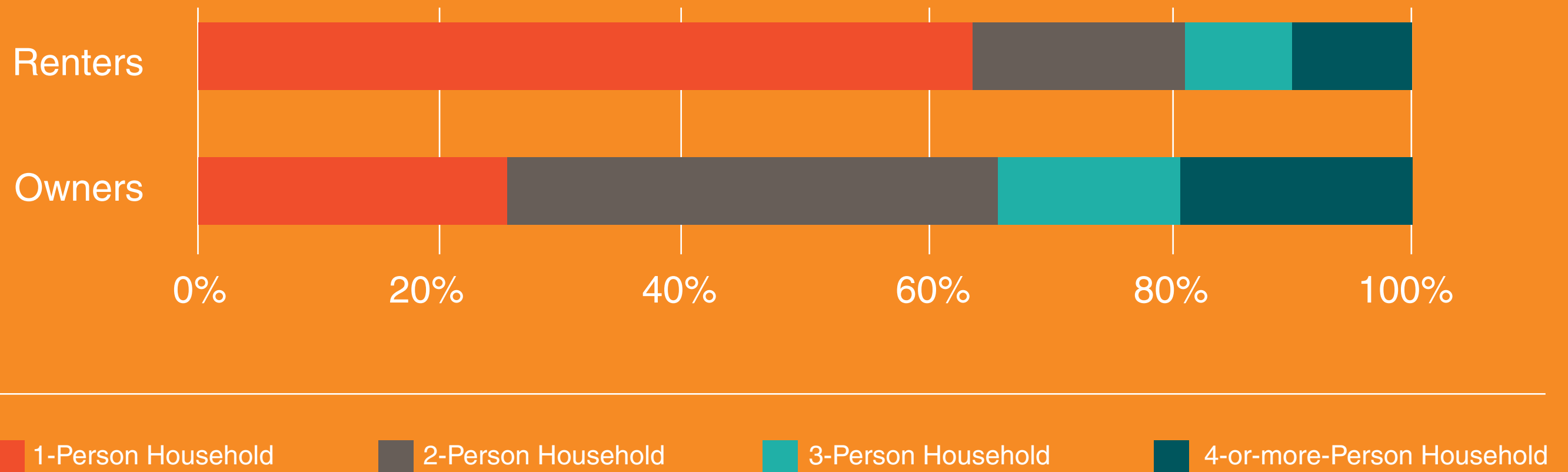
# Accommodating

**Osseo strives for spaces, places, and services that cater to people of all stages of life.**

# Osseo is experiencing regional trends at the local level.

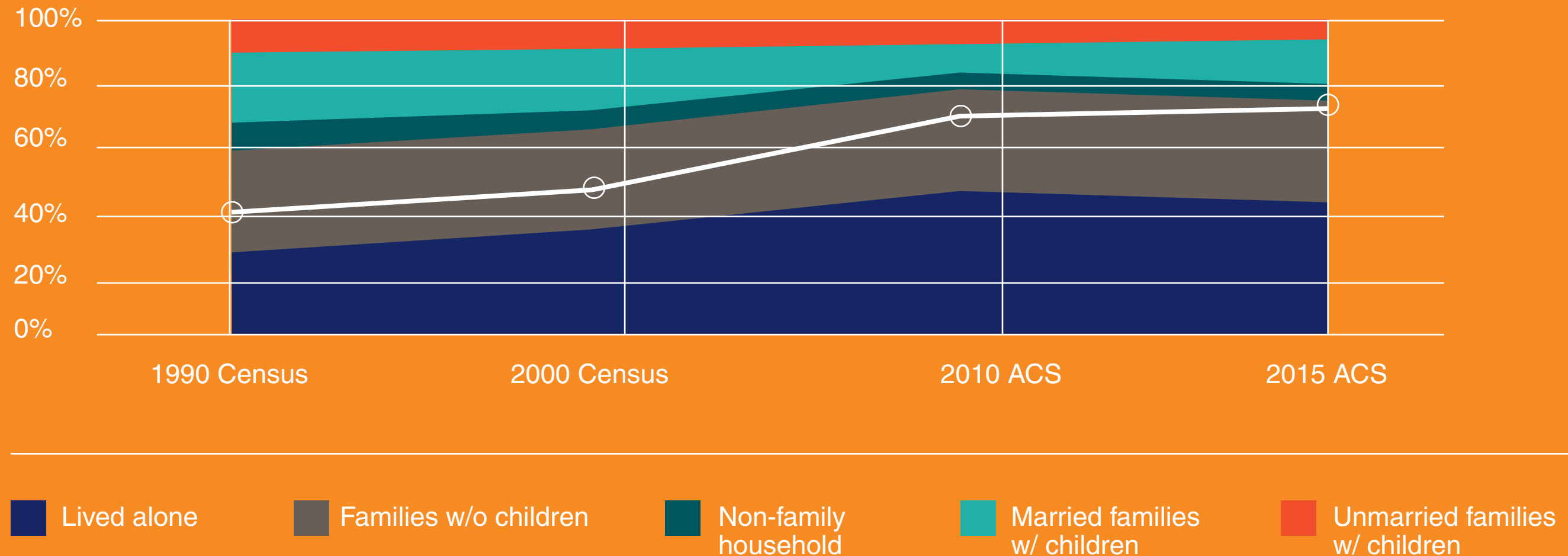
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Smaller households make up an increasing share of the population.



# Osseo is experiencing regional trends at the local level.

Over time, the share of family households has shrunk.



**Osseo is a community that is expected to grow and add new households over the next 25 years.**

Source	Year	Population	Households
Census	1990	2,704	995
Census	2000	2,434	1,035
Census	2010	2,430	1,128
Met Council est.	2016	2,717	1,284
Met Council Forecasts	2020	2,730	1,300
	2030	2,940	1,400
	2040	3,170	1,500

# Community Vitality

**Osseo Continues to be a lively community that attracts visitors and new residents and families.**

An “urban”  
community in  
a suburban  
environment, with  
small town values.



## Community Vitality strategies

- Create a downtown area that provides a healthy and compatible mix of uses
- Attract new residents and younger households to the community by focusing on maintaining the quality of the existing housing stock
- Consider the redesign of downtown edge streets as “complete streets” with green amenities
- Promote and support including all-ages-and-abilities design and facilities in the community’s parks, open spaces, and plazas

# Business Friendly

Osseo encourages businesses to locate and flourish in the city.

A community with  
a strong downtown,  
building on nostalgia.



## BUSINESS-FRIENDLY STRATEGIES

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- Support investments in community gateways that seek to present a strong image and identity for Osseo.
- Evaluate solutions to enhance access to Broadway Street West and the businesses located along it.
- Encourage redevelopment that brings more residents and activity to downtown.
- Encourage connectivity between commercial business districts and residential areas to encourage walkability and business patronage.

# Safety and Wellbeing

Osseo is a safe and healthy community for all families and individuals who live, work, and visit here.

**Osseo is a community that embraces all aspects of health and wellbeing.**



Access to  
healthy food



Physical activity/  
Active living



Community  
safety



Social health  
and equity



Healthy natural  
and built  
environment

## Health and Safety Strategies





- Utilize innovative storm water retention techniques
- Provide streetscaping elements that enhance bicyclist and pedestrian activity
- Complete gaps in City trail and sidewalk systems
- Refrain from practices and policies that negatively affect pollinators
- Promote and support including all-ages-and-abilities design
- Maintain and expand Public Safety Departments and facilities (Police and Fire) as needed to improve public safety.
- Promote the development of a wide range of new housing types

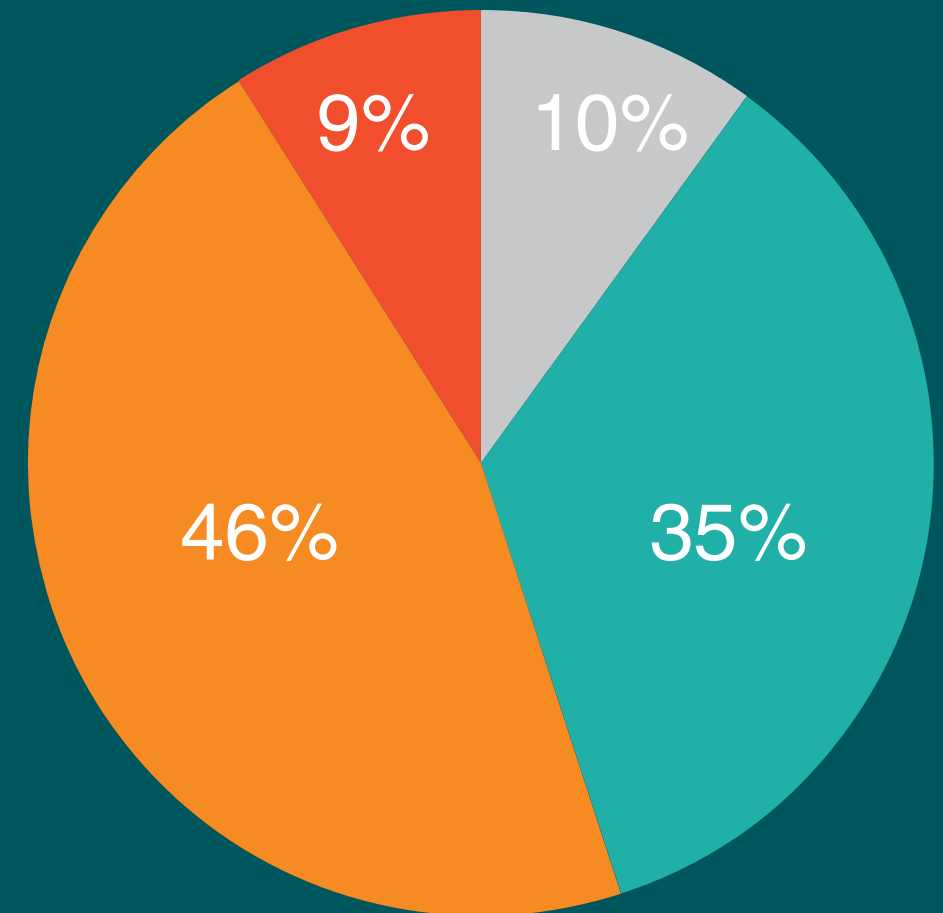
# Housing Diversity

**Osseo supports a wide spectrum of housing types and options that meet the needs of the community at all stages and income levels.**

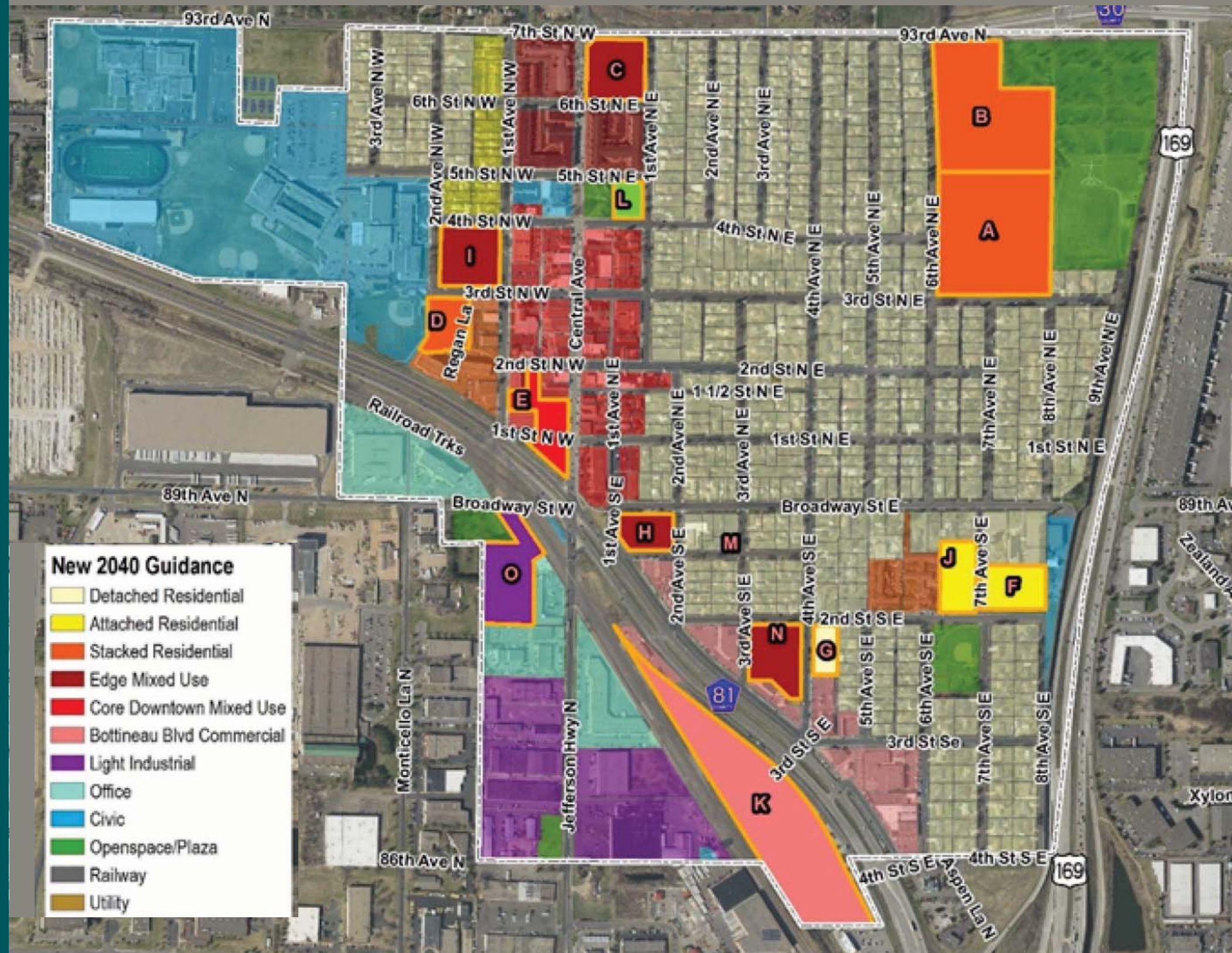
# Nearly all housing in Osseo is considered affordable at some level.

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-  Affordable to very low income households  
(or: to households making less than \$26,000)
-  Affordable to low income households  
(or: to households making \$26,000 - \$43,000)
-  Affordable to low-moderate income households  
(or: to households making \$43,000 - \$69,000)
-  Not affordable to low-moderate income households  
(or: to households making more than \$69,000)



Redevelopment  
opportunity  
sites create  
potential for  
new housing



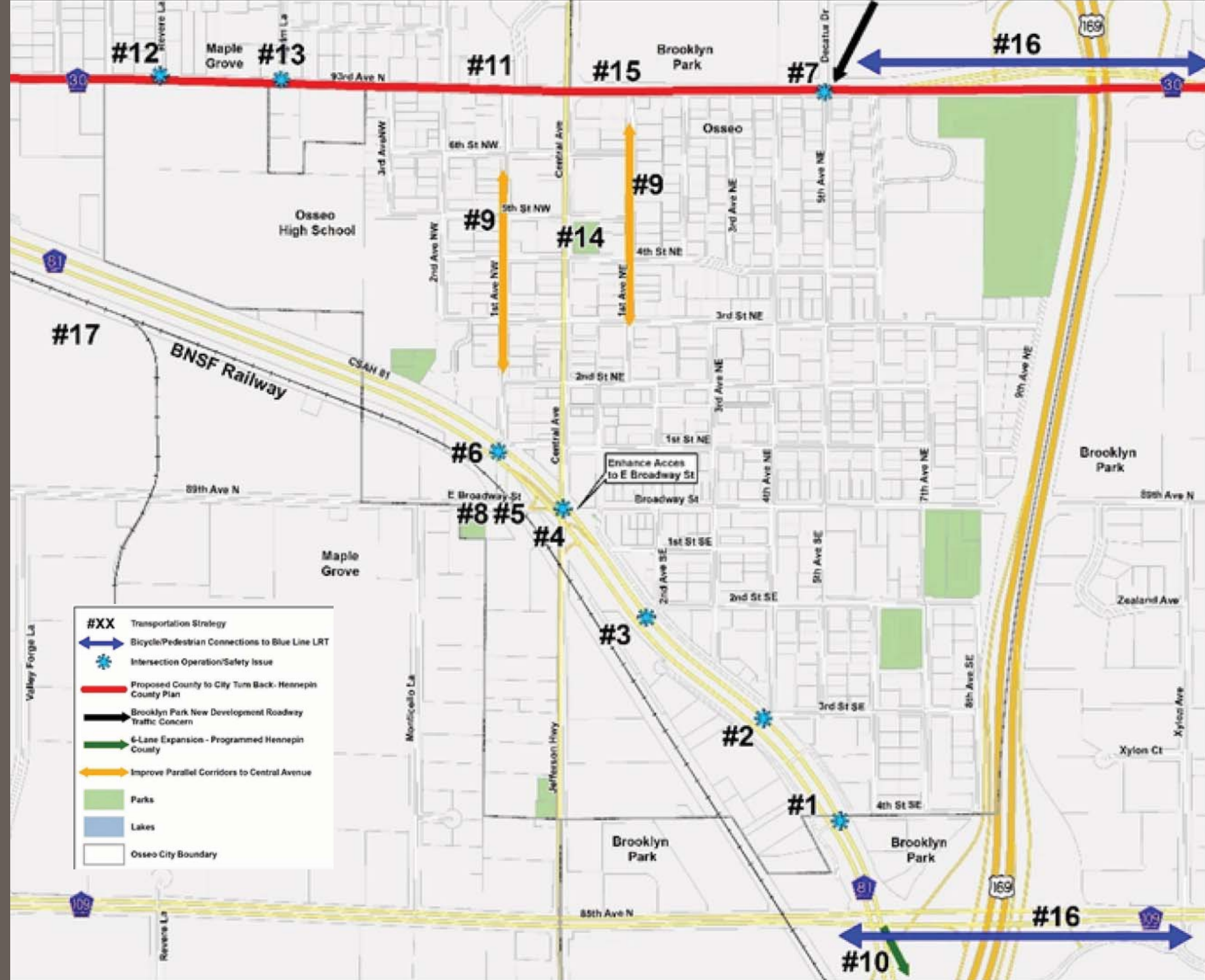
# Connected

**Osseo supports excellent access to services and key destinations both inside and outside the city.**

**A well-connected  
community:**



Transportation concerns are addressed in this plan.



## Transportation Strategies

- Establish street and streetscape design standards
- Monitor for potential future safety and traffic operations needs at key problematic intersections, including school crossings and Highway 81
- Explore opportunities for 1st Avenue NW and 1st Avenue NE to serve as supporting parallel roadways supporting to Central Avenue and Downtown Osseo
- Promote the importance of safe and accessible bicycle/ pedestrian connections to the planned Blue Line LRT Extension