



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

## August 15, 2022

### CALL TO ORDER

The meeting was called to order by Chair Supple at 7:00 p.m. in the Council Chambers.

*HRA Members Present:* Mary Supple, Chair; Erin Vrieze Daniels, Vice Chair; and Gordon Hanson

*HRA Members Absent:* Maria Regan Gonzalez and Lee Ohnesorge

*Staff Present:* Melissa Poehlman, Executive Director/Community Development Director; Myrt Link, Community Development Accountant; Kumud Verma, Finance Manager; and Kari Sinning, City Clerk

*Others Present:* None

### OPEN FORUM

Chair Supple provided instructions to call in for the open forum and asked if there was anyone in attendance.

Ruane Onesirosan, 2421 W 65<sup>th</sup> St, read a letter that she sent to the candidates for the Council Member At Large regarding the ownership of land to businesses or corporations.

### APPROVAL OF THE MINUTES

M/Vrieze Daniels, S/Hanson to approve the minutes of the: 1) Joint City Council, Housing and Redevelopment Authority, and Planning Commission Work Session of May 10, 2022; 2) the Regular Housing and Redevelopment Authority Meeting of June 21, 2022; and 3) the Special Housing and Redevelopment Authority Meeting of July 12, 2022.

Motion carried: 3-0

ITEM #1	APPROVAL OF THE AGENDA
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M/Vrieze Daniels, S/Hanson to approve the agenda.

Chair Supple noted that there will be a presentation regarding the budget during the item.

Motion carried: 3-0

<b>ITEM #2</b>	<b>CONSENT CALENDAR</b>
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Executive Director Poehlman presented the Consent Calendar:

- A. Consideration of a resolution authorizing the use of Hennepin County Affordable Housing Initiative Funds in Richfield by the West Hennepin Affordable Housing Land Trust. (Staff Report No. 25)

**HRA RESOLUTION NO. 1438**

**RESOLUTION APPROVING THE PARTICIPATION OF THE  
HENNEPIN COUNTY HOUSING AND REDEVELOPMENT  
AUTHORITY IN AN AFFORDABLE HOUSING PROJECT**

M/Vrieze Daniels, S/Hanson to approve the Consent Calendar.

Motion Carried 3-0

<b>ITEM #3</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR</b>
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None.

<b>ITEM #4</b>	<b>CONSIDER A RESOLUTION TO ACQUIRE REDEVELOPMENT PROPERTY AT 1710 - 78TH STREET EAST FROM THE CITY OF RICHFIELD. (STAFF REPORT NO. 26)</b>
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Director Poehlman presented Staff Report No. 26.

Commissioner Vrieze Daniels asked about the property that is owned by the Mathwig family. Director Poehlman stated that the family asked that the City take the lead on promoting the development of the properties together.

M/Vrieze Daniels, S/Hanson to approve a resolution authorizing the acquisition of certain property within the City of Richfield.

**HRA RESOLUTION NO. 1439**

**RESOLUTION AUTHORIZING THE ACQUISITION OF CERTAIN  
PROPERTY WITHIN THE CITY OF RICHFIELD**

Motion Carried: 3-0

<b>ITEM #5</b>	<b>CONSIDER RESOLUTIONS APPROVING PROPOSED 2023 PROPOSED HOUSING AND REDEVELOPMENT AUTHORITY BUDGET AND TAX LEVY AND 2022 REVISED HOUSING AND REDEVELOPMENT AUTHORITY BUDGET (STAFF REPORT NO. 27)</b>
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Director Poehlman presented a brief presentation that outlined the HRA staff, revised 2022 and the 2023 proposed budget, the HRA Levy, the highlights from 2022, and the 2023 initiatives and goals.

Chair Supple thanked staff for the budget report, particularly Finance Manager Verma and Community Development Accountant Link.

Commissioner Vrieze Daniels agreed that investing in staff is important and asked about the timeline if the approval of the levy could wait until after the TIF management plan is created. Director Poehlman stated that the levy has to be adopted by the HRA by September 30<sup>th</sup> and this is a preliminary budget and it would be brought back to the Authority for final consideration at the end of the year. Commissioner Vrieze Daniels wondered if the small increases of the budget over time would offset the TIF districts ending. Director Poehlman stated that the small increases would be ideal and that if they were to have no increase that we would have to cut funding for staff development since it is funded by the general fund.

Commissioner Hanson asked about the typical impact on the tax payer. Director Poehlman stated that they would have to look it up but stated that it was relatively small increase. Commissioner Hanson also asked about hiring professionals in community development. Director Poehlman stated that there have been significant challenges on hiring due to the applicant pools being much smaller.

Chair Supple asked if the Housing Trust Fund would also be approved at the City Council on September 13<sup>th</sup> and Director Poehlman stated that it would be. Chair Supple also commented on the hiring of the Economic Development Manager position and gave kudos for the long-term planning for the budget and new software for increased efficiency in the department.

Commissioner Vrieze Daniels made a motion to table the resolutions until we get more information. Commissioner Hanson asked if tabling would cause a delay in the process and Chair Supple asked if the City Council would vote on portions of the HRA budget. Director Poehlman stated that the City Council would only be voting on the affordable housing trust and that these resolutions only set the max for the tax levy and it could be reduced. Commissioner Vrieze Daniels withdrew her motion.

M/Hanson, S/Supple to adopt the attached resolutions approving the 2023 Proposed Housing and Redevelopment Authority Budget and Tax Levy and 2022 Revised Housing and Redevelopment Authority Budget.

**HRA RESOLUTION NO. 1440**

**RESOLUTION APPROVING PROPOSED 2023 HOUSING AND REDEVELOPMENT AUTHORITY BUDGET AND CERTIFYING THE 2023 TAX LEVY**

**HRA RESOLUTION NO. 1441**

**RESOLUTION AUTHORIZING REVISION OF THE 2022 BUDGET OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF RICHFIELD**

Chair Supple stated that it is important to note that it can be reduced.

Commissioner Hanson stated that the option to reduce made him feel more comfortable about approving the proposed levy and requested that in the future the impacts on the typical house in Richfield to be provided.

Chair Supple commended the staff on not proposing the max levy. Commissioner Hanson echoed.

Motion Carried: 3-0

<b>ITEM #6</b>	<b>HRA DISCUSSION ITEMS</b>
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Commissioner Vrieze Daniels expressed excitement for the demolition of 6501 Penn finally starting.

Chair Supple asked if 6501 Penn would be demolished before Penn Fest. Director Poehlman stated that it is the goal to get the building down and fenced off for Penn Fest and shared the reasoning for the delay of demolition was to help protect the groundwater.

<b>ITEM #7</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
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Director Poehlman did not have a report.

<b>ITEM #8</b>	<b>CLAIMS</b>
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M/Vrieze Daniels, S/Hanson that the following claims be approved:

<b><u>U.S. BANK</u></b>	<b><u>7/18/2022</u></b>
Section 8 Checks: 133962 – 134040	\$184,675.24
HRA Checks: 34215 – 34226	<u>\$30,140.03</u>
<b>TOTAL</b>	<b><u>\$214,815.27</u></b>

<b><u>U.S. BANK</u></b>	<b><u>8/15/2022</u></b>
Section 8 Checks: 134041 – 134123	\$192,551.12
HRA Checks: 34227 – 34242	<u>\$117,321.20</u>
<b>TOTAL</b>	<b><u>\$309,872.32</u></b>

Motion carried: 3-0

<b>Item #9</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:51 p.m.

Date Approved: September 19, 2022



Mary B. Supple  
HRA Chair



Kari Sinning  
City Clerk



Melissa Poehlman  
Executive Director