



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

### September 19, 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; Maria Regan Gonzalez; and Gordon Hanson

*HRA Members Absent:* Erin Vrieze Daniels, Vice Chair and Lee Ohnesorge

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

*Others Present:* Bev Adrian, President of the Woodlake Terrace Cooperative

#### OPEN FORUM

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

#### APPROVAL OF THE MINUTES

M/Regan Gonzalez, S/Hanson to approve the minutes of the Regular Housing and Redevelopment Authority Meeting of August 15, 2022.

Motion carried: 3-0

**ITEM #1**

**CONSIDERATION OF ACCEPTANCE OF THE MANAGEMENT REVIEW & ANALYSIS OF TAX INCREMENT FINANCING DISTRICTS REPORT. (STAFF REPORT NO. 28)**

Director Poehlman presented Staff Report No. 28 and Senior Municipal Advisor Kurtz walked the Authority through the highlights of the Management Report which included an assessment of the opportunities and challenges, compliance requirements, an executive summary, and details by districts for staff.

Commissioner Regan Gonzalez asked, in reference to the pooling opportunities priorities, why the spending plan wasn't the most prioritized. Advisor Kurtz explained with the current funds available and projects planned for the near future this would be the best prioritization but the Authority could change the priorities if they would like to.

Chair Supple asked if the TIF funds have to be spent before the decertification. Advisor Kurtz stated the funds would not be tied to a TIF district once it is transferred to the Housing Trust Fund.

Chair Supple asked what the spending plan needs to look like. Advisor Kurtz explained that it would be a general plan and would not have to have specific projects detailed. Chair Supple asked if the EDA would be included in this spending plan. Advisor Kurtz stated the funds would be decided by the HRA.

Director Poehlman explained how staff got to the numbers they did to maximize opportunities.

Chair Supple asked when the spending plan would be officially adopted. Director Poehlman stated that there would be a joint work session with City Council next month and then the final approval from the HRA in November. Chair Supple thanked Advisor Kurtz and staff for the work put into the report.

M/Hanson, S/Regan Gonzalez to accept the Management Review & Analysis of Tax Increment Financing Districts Report.

Motion Carried: 3-0

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| <b>ITEM #2</b> | <b>APPROVAL OF THE AGENDA</b> |
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M/Regan Gonzalez, S/Hanson to approve the agenda.

Motion carried: 3-0

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| <b>ITEM #3</b> | <b>CONSENT CALENDAR</b> |
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Executive Director Poehlman presented the Consent Calendar:

- A. Consider an adjustment to the payment standard for the Section 8 Housing Choice Voucher Program. (Staff Report No. 29)

M/Regan Gonzalez, S/Hanson to approve the Consent Calendar.

Motion Carried 3-0

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| <b>ITEM #4</b> | <b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR</b> |
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None.

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| <b>ITEM #5</b> | <b>HRA DISCUSSION ITEMS</b> |
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Chair Supple gave kudos for Penn Central volunteers that put together Penn Fest, especially Commissioner Hanson and commented on how it was great to see the community spirit. Commissioners Hanson and Regan Gonzalez agreed.

Chair Supple asked Director Poehlman to speak about community engagement with developers neighborhood meetings. Director Poehlman gave an overview of how developers should reach out to the neighborhoods.

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| <b>ITEM #6</b> | <b>EXECUTIVE DIRECTOR REPORT</b> |
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Director Poehlman shared the impact of the average home owner for the levy increase that was approved at the last meeting. She also shared that MICC did not receive the tax credit funding in this cycle.

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| <b>ITEM #7</b> | <b>CLAIMS</b> |
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M/Regan Gonzalez, S/Hanson that the following claims be approved:

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| <b><u>U.S. BANK</u></b>           | <b><u>9/19/2022</u></b> |
| Section 8 Checks: 134124 – 134204 | \$209,153.76            |
| HRA Checks: 34243 – 34258         | <u>\$81,318.35</u>      |
| <b>TOTAL</b>                      | <b>\$290,472.11</b>     |

Motion carried: 3-0

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| <b>ITEM #8</b> | <b>ADJOURNMENT</b> |
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The meeting was adjourned by unanimous consent at 7:59 p.m.

Date Approved: October 17, 2022

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Mary B. Supple  
HRA Chair

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Kari Sinning  
City Clerk

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Melissa Poehlman  
Executive Director