



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

## August 15, 2016

### CALL TO ORDER

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

### ATTENDANCE

*HRA Members Present:* Mary Supple, Chair; David Gepner; Pat Elliott; Debbie Goettel and Doris Rubenstein.

*Staff Present:* Steve Devich, Executive Director; Karen Barton, Assistant Community Development Director, Chris Regis, Finance Manager, Kate Aitchison, Housing Specialist/Acting City Clerk.

<b>Item #1</b>	<b>APPROVAL OF THE MINUTES OF THE REGULAR HRA MEETING OF JULY 18, 2016</b>
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M/Elliott, S/Goettel to approve the minutes.

Motion carried 5-0.

<b>Item #2</b>	<b>HRA APPROVAL OF THE AGENDA</b>
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M/Goettel, S/Gepner to approve the agenda.

Motion carried 5-0.

<b>Item #3</b>	<b>HRA APPROVAL OF THE CONSENT CALENDAR</b>
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- A. Consideration of the approval of a resolution authorizing an amendment to a Richfield Rediscovered Contract for Private Development for 7333 Emerson Avenue

HRA RESOLUTION NO. 1236  
 RESOLUTION APPROVING FIRST AMENDMENT TO CONTRACT FOR PRIVATE  
 DEVELOPMENT WITH ENDRES CUSTOM HOMES, INC.  
 This resolution appears as HRA Resolution No. 1236.

- B. Consideration of the approval of a resolution authorizing an amendment to a Richfield Rediscovered Contract for Private Development for 7533 Dupont Avenue

**HRA RESOLUTION NO. 1237**  
**RESOLUTION APPROVING FIRST AMENDMENT TO CONTRACT FOR PRIVATE**  
**DEVELOPMENT WITH ENDRES CUSTOM HOMES, INC.**  
 This resolution appears as HRA Resolution No. 1237.

M/Goettel, S/Rubenstein to approve the Consent Calendar.

Motion carried 5-0.

<b>Item #4</b>	<b>CONSIDERATION OF A RESOLUTION APPROVING THE ISSUANCE OF THE HRA'S TAX INCREMENT LIMITED REVENUE NOTE TO MESABA CAPITAL DEVELOPMENT, LLC.</b>
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Assistant Community Development Director Barton presented Staff Report No. 26.

Commissioner Elliot asked what the qualify measures are for TIF. Ms. Barton responded that 1) a financial need must be identified by the developer, and 2) qualified costs must be identified.

Commissioner Goettel stated she's happy to see the developer paying the full amount for the purchase of the land.

M/Rubenstein, S/Goettel that the following resolution be approved:

**HRA RESOLUTION NO. 1233**  
**RESOLUTION APPROVING THE ISSUANCE OF, AND PROVIDING THE FORM,**  
**TERMS, COVENANTS AND DIRECTIONS FOR THE ISSUANCE OF ITS TAX**  
**INCREMENT LIMITED REVENUE NOTE, SERIES 2016 IN AN AGGREGATE PRINCIPAL**  
**AMOUNT NOT TO EXCEED\$ 2,176,055**

Motion carried 5-0. This resolution appears as HRA Resolution No. 1233.

<b>Item #5</b>	<b>CONSIDERATION OF THE RESOLUTIONS APPROVING THE 2017 PROPOSED HRA BUDGET AND TAX LEEVY AND 2016 REVISED HRA BUDGET</b>
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Assistant Community Development Director Barton presented a powerpoint presentation highlighting the 2016/2017 HRA budget.

Executive Director Devich commented on the financial challenges of administering the local Section 8 program and the need for more federal funding to maintain the program. Commissioner Goettel agreed that the problem needs to be addressed.

Commissioner Rubenstein stated that taxpayers need to be better informed about how their tax levy dollars are being used to leverage the positive feelings people have regarding the city and its efforts.

Executive Director Devich commented that we're collecting fewer dollars in the levy now than in 2010 and 2011.

Commissioner Goettel questioned whether staffing will need to be increased due to the potential increase in development from the 77<sup>th</sup> Underpass project. Executive Director Devich responded that staffing may need to increase.

Finance Manager Chris Regis presented Staff Report No. 27.

M/Goettel, S/Elliott that the following resolution be approved:

HRA RESOLUTION NO. 1234  
 RESOLUTION APPROVING PROPOSED 2017 HOUSING AND  
 REDEVELOPMENT AUTHORITY BUDGET AND CERTIFYING THE 2017 TAX LEVY  
 And  
 This resolution appears as HRA Resolution No. 1234

HRA RESOLUTION NO. 1235  
 RESOLUTION AUTHORIZING REVISION OF THE 2016 BUDGET OF THE  
 HOUSING AND REDEVELOPMENT AUTHORITY OF RICHFIELD  
 This resolution appears as HRA Resolution No. 1235

Motion carried 5-0.

<b>Item #5</b>	<b>HRA DISCUSSION ITEMS</b>
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HRA Commissioner Goettel asked for an update on the Lyndale Gardens project as well as Cedar Point II and Cedar Point South.

Ms. Barton responded that Lyndale Gardens is undertaking shoreline improvements and making site improvements as well. She stated that for the Cedar Point II project the developer is still working on financing, but hopes to begin construction Spring 2017. The Cedar Point South project is also moving forward, but is awaiting a pending grant application for Richfield Parkway. They also hope to begin construction Spring 2017

HRA Chair Supple asked when the Mesaba project will begin construction. Ms. Barton responded that they will hopefully break ground in October.

<b>Item #6</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
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Executive Director Devich reported that the city has received comments back from Minnesota Department of Transportation regarding the 77<sup>th</sup> Street Underpass plan, and that it will not take too long before the next set of approvals is received. The city can begin pursuing acquisitions once those approvals are received.

Executive Director Devich also gave an update on the Cedar Ave Liquor Store. Improvements will be made to the entrance, parking and interior of the store. The store will close mid-September, and be open again mid-November.

<b>Item #7</b>	<b>CLAIMS AND PAYROLL</b>
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M/Rubenstein, S/Goettel that the following claims and payroll be approved:

<b>U.S. BANK</b>		<b>8/15/2016</b>
Section 8 Checks: 127913 - 127995	\$	159,941.00
HRA Checks: 32790 - 32818	\$	<u>31,909.60</u>

TOTAL \$ 191,850.60

Motion carried 5-0.

**ADJOURNMENT**

The meeting was adjourned by unanimous consent at 7:35 p.m.

Date Approved: September 19, 2016

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Mary B. Supple  
HRA Chair

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Kate Aitchison  
Acting City Clerk

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Steve Devich  
Executive Director