



HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

Regular Meeting

November 20, 2017

CALL TO ORDER

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

HRA Members Mary Supple, Chair; Pat Elliott; Michael Howard; and Erin Vrieze Daniels.

Staff Present: Steve Devich, Executive Director, John Stark, Community Development Director; Melissa Poehlman, Assistant Community Development Director, and Kate Aitchison, Housing Specialist.

OATH OF OFFICE OF RICHFIELD HOUSING AND REDEVELOPMENT AUTHORITY COMMISSIONER, ERIN VRIEZE DANIELS.

Richfield City Clerk, Elizabeth Van Hoose, led Erin Vrieze Daniels in the Housing and Redevelopment Authority Oath of Office.

CONSIDERATION OF THE ELECTION OF A SECRETARY FOR THE RICHFIELD HOUSING AND REDEVELOPMENT AUTHORITY FOR THE REMAINDER OF 2017 (S.R. No. 44)

M/Howard, S/Elliott, to nominate Erin Vrieze Daniels as Secretary for the Richfield Housing and Redevelopment Authority.

Motion carried 4-0.

APPROVAL OF THE MINUTES OF THE REGULAR HOUSING AND REDEVELOPMENT AUTHORITY MEETING OF OCTOBER 16, 2017

M/Elliott, S/Howard, to approve the minutes of the regular Housing and Redevelopment Authority meeting of October 16, 2017.

Motion carried 4-0.

Item #1	HRA APPROVAL OF THE AGENDA
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M/Elliott, S/Vrieze Daniels, to approve the agenda.

Motion carried 4-0.

Item #2	CONSENT CALENDAR
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Executive Director Devich presented the consent calendar:

- A. Consideration of the approval of a resolution authorizing an agreement with the Greater Metropolitan Housing Corporation for the acquisition, rehabilitation and sale of homes under the new home program, utilizing 2017 Community Development Block Grant funds (S.R. No. 45)
- B. Consideration of the approval of a resolution authorizing the use of an Affordable Housing Initiative Fund loan for the acquisition of 6521 Stevens Avenue by the West Hennepin Affordable Housing Land Trust. (S.R. No. 46)
- C. Consideration of the approval of a resolution accepting contributions for the 2017 Tour of Remodeled Homes. (S.R. No. 47)
- D. Consideration of the approval of a proposed adjustment of payment standard for the Section 8 Rent Assistance program. (S.R. No. 48)

M/Elliott, S/Howard, to approve the consent calendar.

Motion carried 4-0.

Item #4	CONSIDERATION OF THE APPROVAL OF A RESOLUTIONS ADOPTING A MODIFICATION TO THE REDEVELOPMENT PLAN FOR THE RICHFIELD REDEVELOPMENT PROJECT AREA, A MODIFICATION TO THE TAX INCREMENT FINANCING PLAN FOR THE CEDAR AVENUE TAX INCREMENT FINANCING DISTRICT, ESTABLISHING TAX INCREMENT FINANCING DISTRICT 2017-1 (THE CHAMBERLAIN) WITHIN THE RICHFIELD REDEVELOPMENT PROJECT AREA, AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR (S.R. No. 49)
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Community Development Director Stark presented Staff Report 49.

James Lehnhoff, consultant with Ehlers & Associates, provided a brief overview of Tax Increment Financing (TIF) and its role in the Chamberlain project. He suggested the HRA take separate actions on the items being put forward.

Community Development Director Stark asked Mr. Lehnhoff if the HRA needed to take two separate actions on the item. Mr. Lehnhoff responded first resolution to remove parcels and extend duration, second creating new district.

Chair Supple questioned the wording of the resolutions.

M/Howard, S/Elliott, to adopt a modification to the tax increment financing plan for the Cedar Avenue Tax Increment Financing District within the Richfield Redevelopment Project area.

Motion carried 4-0.

M/Howard, S/Vrieze Daniels, to adopt a modification to the redevelopment plan for the Richfield Redevelopment Project Area, establishing Tax Increment Financing District No. 2017-1 (The Chamberlain) therein, and adopting a tax increment financing plan therefor.

Motion carried 4-0.

Item #5	PUBLIC HEARING AND CONSIDERATION OF THE APPROVAL OF A RESOLUTION APPROVING THE CONVEYANCE OF PROPERTY LOCATED ALONG 18TH AVENUE BETWEEN 66TH AND 68TH STREETS TO CHAMBERLAIN APARTMENTS LLC
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Community Development Director Stark presented Staff Report 50.

Chair Supple opened the public hearing.
M/Howard, S/Vrieze Daniels, to close the public hearing.

Commissioner Elliott asked if the money paid to the city will go into escrow while issues with MAC is resolved. Community Development Director Stark responded that the money will be put in escrow, but that it will likely need to be repaid to the Metropolitan Airport Commission.

Motion carried 4-0.

M/Vrieze Daniels, S/Howard, approve of a resolution authorizing a conveyance of property located along 18th avenue between 66th and 68th streets to Chamberlain Apartments LLC.

Motion carried 4-0.

Item #6	CONSIDERATION OF THE APPROVAL OF A PETITION REQUESTING THAT THE CITY COUNCIL CONSIDER THE VACATION OF PORTIONS OF 67TH STREET WITHIN THE BOUNDARIES OF THE NEW CHAMBERLAIN DEVELOPMENT
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Community Development Director Stark presented Staff Report 51.

Commissioner Vrieze Daniels asked whether the signs have been marked as dead-ends.

Community Development Director Stark stated that the streets are now grass and no signs are needed. In another instance the road will be redesigned and no directional postings will be needed.

M/Elliott, S/Howard to approve the submittal of a petition requesting the vacation of portions of 67th street adjacent to the following properties: 6644 18th Ave, 6700 18th Ave, 6701 18th Ave, 6709 18th Ave, and 6700 Cedar Avenue.

Motion carried 4-0.

Item #5	HRA DISCUSSION ITEMS
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Commissioner Howard officially welcomed Commissioner Vrieze Daniels to the HRA. Commissioner Elliott and Chair Supple also welcomed Commissioner Vrieze Daniels. Chair Supple asked for an update on the Cedar Point II project area. Executive Director Devich stated that a work session will be scheduled soon to discuss an update.

Item #6	EXECUTIVE DIRECTOR REPORT
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Community Development Director John Stark read off the names of the sponsoring organizations for 2017 Renovation Celebration Home Tour. The sponsors were: Steve Schneeberger/Keller Williams Realty, Parsley Home Builders, EJ Hansen, architect, Sicora Design/Build, and the Center for Energy and the Environment.

Community Development Director John Stark welcomed Commissioner Vrieze Daniels to the HRA.

Item #7	CLAIMS AND PAYROLL
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M/Howard, S/Vrieze Daniels, that the following claims and payroll be approved:

U.S. BANK	10/16/17
Section 8 Checks: 129222-129298	\$144,858.52
HRA Checks: 33294-33329	\$154,610.78
TOTAL	\$299,469.30

Motion carried 4-0.

ADJOURNMENT

The meeting was adjourned by unanimous consent at 7:34 p.m.

Date Approved: December 18, 2017

Mary B. Supple
HRA Chair

Kate Aitchison
Housing Specialist

Steve Devich
Executive Director