



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

Regular Meeting

March 19, 2018

## CALL TO ORDER

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

*HRA Members present:* Mary Supple, Chair; Pat Elliott; Sue Sandahl and Erin Vrieze Daniels.

*HRA Members absent:* Michael Howard

*Staff Present:* John Stark, Community Development Director, Julie Urban, Housing Manager and Kate Aitchison, Housing Specialist.

## APPROVAL OF THE MINUTES OF THE REGULAR HRA MEETING OF FEBRUARY 20, 2018

M/Vrieze Daniels, S/Sandahl to approve the minutes of the February 20, 2018 Housing and Redevelopment Authority regular meeting.

Motion carried 4-0.

<b>Item #1</b>	<b>APPROVAL OF THE AGENDA</b>
----------------	-------------------------------

M/Elliott, S/Vrieze Daniels to approve the agenda.

Motion carried 4-0.

<b>Item #3</b>	<b>CONSIDERATION OF THE CONSENT CALENDAR</b>
----------------	--

Community Development Director Stark presented the consent calendar:

- A. Consideration of the approval of a resolution approving Assignment and Second Amendment to Amended and Restated Contract for Private Development in the Urban Village Tax Increment Financing District (Staff Report No. 8).

M/Sandahl, S/Elliott, to approve the consent agenda.

Motion carried 4-0.

<b>Item #4</b>	<b>CONSIDERATION OF THE APPROVAL OF A RESOLUTION APPROVING A PRELIMINARY DEVELOPMENT AGREEMENT BETWEEN THE HOUSING AND REDEVELOPMENT AUTHORITY AND NHH PROPERTIES, LLC FOR THE DEVELOPMENT OF THE CEDAR POINT HOUSING REDEVELOPMENT AREA.</b>
----------------	---

Community Development Director Stark presented Staff Report 9, and detailed the specific benchmarks cited in the staff report.

Commissioner Vrieze Daniels asked Community Development Director Stark to describe how the agreement might impact neighbors.

Community Development Director Stark responded by discussing changes to the development team, and updates to the project from a development-perspective. He also cited the benchmarks outlined in the preliminary development agreement. Neighbors should hear from the developer by June 1, 2018.

Chair Supple stated she is glad to see the benchmarks in the agreement. She asked if there are any penalties for not meeting benchmarks. Community Development Director Stark responded that if the developer was not meeting benchmarks, the HRA could terminate the agreement or find ways to incentivize the developer. He stated that the developer will be more invested, financially, with each benchmark that is met.

Adam Seraphine, with NHH Properties, stated that they are working on gap-financing and a home purchase plan for the stakeholders involved. They are working to make all stakeholders happy, and are willing to move forward with more structure.

Community Development Director Stark added that the phasing would allow development to move forward if acquisition of all the homes is not possible. He stated that a common sense approach will be taken in reviewing the developer's efforts.

M/Elliott, S/Sandahl, to approve of a resolution approving a preliminary development agreement between the Housing and Redevelopment Authority and NHH Properties, LLC for the development of the Cedar Point Housing Redevelopment Area.

Commissioner Sandahl clarified that eleven houses have yet to be purchased. Housing Manager Urban confirmed.

Motion carried 4-0.

<b>Item #5</b>	<b>HRA DISCUSSION ITEMS</b>
----------------	-----------------------------

There were no HRA Discussion items.

<b>Item #6</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
----------------	----------------------------------

Community Development Director Stark noted that the City Council recently approved a reduction in building permit fees for projects related to affordable housing.

<b>Item #7</b>	<b>CLAIMS AND PAYROLL</b>
----------------	---------------------------

M/Elliott, S/Sandahl, that the following claims and payroll be approved:

<b>U.S. BANK</b>	<b>3/19/18</b>
Section 8 Checks: 129545-129624	\$154,671.78
HRA Checks: 33416-33425	\$131,715.56
<b>TOTAL</b>	<b>\$286,387.34</b>

Motion carried 4-0.

<b>ADJOURNMENT</b>
--------------------

The meeting was adjourned by unanimous consent at 7:17 p.m.

Date Approved: April 16, 2018

---

Mary B. Supple  
HRA Chair

---

Kate Aitchison  
Housing Specialist

---

Steven L. Devich  
Executive Director