



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

### November 19, 2018

#### CALL TO ORDER

The meeting was called to order by Commissioner Pat Elliot at 7:00 p.m. in the Council Chambers.

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

*HRA Members Absent:* Sue Sandahl.

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

#### OATH OF OFFICE OF RICHFIELD HOUSING AND REDEVELOPMENT AUTHORITY COMMISSIONER, MARY SUPPLE

#### APPROVAL OF THE MINUTES OF THE: (1) SPECIAL CITY COUNCIL, HOUSING AND REDEVELOPMENT AUTHORITY, AND PLANNING COMMISSION WORK SESSION OF OCTOBER 9, 2018; AND (2) REGULAR HOUSING AND REDEVELOPMENT AUTHORITY MEETING OF OCTOBER 15, 2018.

M/Howard, S/Vrieze Daniels to approve the minutes of the (1) Special City Council, Housing and Redevelopment Authority, and Planning Commission work session of October 9, 2018; and (2) Regular Housing and Redevelopment Authority meeting of October 15, 2018.

Motion carried 4-0.

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

Commissioner Vrieze Daniels requested the amendment of removing item 2a from consent calendar to discussion.

Motion carried 4-0, as amended.

<b>Item #2</b>	<b>CONSENT CALENDAR</b>
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Executive Director Devich presented the Consent agenda:

- B. Consideration of the approval of revisions to the First Time Homebuyer Program Guidelines. (S.R. No. 48)

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

Motion carried 4-0.

<b>Item #3</b>	<b>CONSIDERATION OF THE ADOPTION OF A RESOLUTION AUTHORIZING THE PURCHASE OF REAL PROPERTY LOCATED AT 6701 17TH AVENUE SOUTH, PENDING CONSIDERATION OF A FINDING OF CONSISTENCY BY THE RICHFIELD PLANNING COMMISSION. (S. R. NO. 47)</b>
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Community Development Director John Stark presented staff report No. 47.

M/Supple, S/Howard to adopt a resolution authorizing the purchase of real property located at 6701 17<sup>th</sup> Avenue South, pending the consideration of a finding of consistency by the Richfield Planning Commission.

RESOLUTION NO. 1316  
RESOLUTION AUTHORIZING PURCHASE OF REAL PROPERTY  
LOCATED AT 6701 17TH AVENUE SOUTH

Commissioner Vrieze Daniels asked for clarification on the long-term costs of maintaining the road.

Community Development Director Stark stated that he did not have the exact numbers, but that staff did have the support of the Public Works department for this acquisition.

Executive Director Devich responded that it long-term makes sense for holding and maintaining this property. He provided examples for the use of this property in the short term holding.

Commissioner Vrieze Daniels explained her concerns that the staff report did not include the long-term costs and implications of the use of the property. She stated her concern for the spending of government money.

Executive Director Devich requested that any need for more information in staff reports can be made in advance of the meetings.

Commissioner Elliot suggested a change to the Purchase Agreement for consistency.

Commissioner Howard stated his support for the acquisition, from a practical and fiscal standpoint.

Commissioner Vrieze Daniels stated she plans to vote against the acquisition of the property.

Motion carried 3-1, with Commissioner Vrieze Daniels voting nay.

<b>Item #4</b>	<b>CONSIDERATION OF THE ADOPTION OF A RESOLUTION APPROVING A FAIR HOUSING POLICY. (S.R. NO. 49)</b>
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Housing Manager Julie Urban presented Staff Report No. 49.

M/Howard, S/Vrieze Daniels to adopt a resolution approving a Fair Housing Policy.

RESOLUTION NO. 1317  
RESOLUTION APPROVING THE ADOPTION OF A FAIR HOUSING  
POLICY

Commissioner Howard supported the policy and its work in tandem with the Inclusionary Housing Policy.

Commissioner Vrieze Daniels stated her support, especially in regards to soliciting community input as we move forward.

Chair Supple agreed and added her support.

Motion carried 4-0.

<b>Item #5</b>	<b>CONSIDERATION OF THE APPROVAL OF A CONTRACT FOR PRIVATE DEVELOPMENT BETWEEN THE HOUSING AND REDEVELOPMENT AUTHORITY AND ENDRES CUSTOM HOMES, INC. FOR THE REDEVELOPMENT OF 6933 OLIVER AVENUE S UNDER THE RICHFIELD REDISCOVERED CREDIT PROGRAM. (S.R. NO. 50)</b>
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Housing Specialist Kate Aitchison presented Staff Report No. 50.

M/Elliott, S/Vrieze Daniels to approve and authorize execution of a Contract for Private Development between the Housing and Redevelopment Authority and Endres Custom Homes, Inc. for the redevelopment of 6933 Oliver Avenue S.

Commissioner Vrieze Daniels stated her appreciation for the inclusion of numbers regarding both affordable and market-rate new construction.

Motion carried 4-0.

<b>Item #6</b>	<b>CONSIDERATION OF THE APPROVAL OF A CONTRACT FOR PRIVATE DEVELOPMENT BETWEEN THE HOUSING AND REDEVELOPMENT AUTHORITY AND ENDRES CUSTOM HOMES, INC. FOR THE REDEVELOPMENT OF 7420 SHERIDAN AVENUE S UNDER THE RICHFIELD REDISCOVERED PROGRAM. (S.R. NO. 51)</b>
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Housing Specialist Kate Aitchison presented Staff Report No. 51.

M/Elliott, S/Howard to approve and authorize execution of a Contract for Private Development between the Housing and Redevelopment Authority and Endres Custom Homes, Inc. for the redevelopment of 7420 Sheridan Avenue S.

Motion carried 4-0.

<b>Item #7</b>	<b>HRA DISCUSSION ITEMS</b>
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Chair Supple asked for clarification on the date of the January HRA meeting. Staff responded that they will clarify the date with staff and the commissioners.

Chair Supple commended Executive Director Devich for his time and commitment to the HRA and the city of Richfield.

Executive Director Devich stated his thanks and his appreciation for the HRA and his time spent working with the body. He stated his appreciation for the community and for all the great experiences he has had with the Housing and Redevelopment Authority.

Commissioner Elliott stated his appreciation for the hard work and dedication of Executive Director Devich.

Commissioner Howard shared his appreciation for all that he has learned about redevelopment from his time on the HRA.

Commissioner Vrieze Daniels also stated her appreciation of the dedication of Executive Director Devich to making Richfield a great community.

<b>Item #8</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
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None.

<b>Item #9</b>	<b>CLAIMS AND PAYROLL</b>
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M/Elliott, S/Howard that the following claims and payroll be approved:

<b>U.S. BANK</b>	
Section 8 Checks: 130204-130287	\$165,331.38
HRA Checks: 33544-33558	\$ 41,494.43
<b>TOTAL</b>	<b>\$206,825.81</b>

Motion carried 4-0.

<b>Item #10</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:36 p.m.

Date Approved: January 15, 2019

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HRA Chair

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Kate Aitchison  
Housing Specialist

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John Stark  
Executive Director