



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

Regular Meeting

January 21, 2020

## CALL TO ORDER

The meeting was called to order by Chair Supple at 7:05 p.m. in the Council Chambers.

*HRA Members Present:* Mary Supple, Chair; Maria Regan Gonzalez; Sue Sandahl; and Erin Vrieze Daniels.

*HRA Members Absent:* Pat Elliott

*Staff Present:* John Stark, Executive Director; Julie Urban, Housing Manager; and LaTonia DuBois, Administrative Assistant.

## CONSIDERATION OF THE ELECTION OF OFFICERS AND DESIGNATION OF ASSISTANT TO THE SECRETARY FOR THE RICHFIELD HOUSING AND REDEVELOPMENT AUTHORITY FOR 2020. (S.R. NO. 1)

Chair Supple opened nominations.

M/Vrieze Daniels, S/Sandahl to elect the slate of officers as follows:

Mary Supple to serve as Chairperson,

Pat Elliott to serve as Vice Chairperson,

Maria Regan Gonzalez to serve as Secretary.

Motion carried 4-0

M/Vrieze Daniels, S/Sandahl to elect LaTonia DuBois to serve as assistant to the Secretary.

Motion carried 4-0

## APPROVAL OF THE MINUTES OF THE REGULAR HRA MEETING OF DECEMBER 16, 2019.

M/Sandahl, S/Vrieze Daniels to approve the minutes of the regular Housing and Redevelopment Authority meeting of December 16, 2019.

Motion carried 4-0

<b>Item #1</b>	<b>APPROVAL OF THE AGENDA</b>
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M/Vrieze Daniels, S/Regan Gonzalez to approve the agenda.

Motion carried 4-0

<b>Item #2</b>	<b>CONSENT CALENDAR</b>
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Executive Director Stark presented the Consent Calendar:

A. Consider the adoption of a resolution amending the Bylaws of the HRA. (S.R. No. 2)

RESOLUTION NO. 1346  
RESOLUTION AMENDING THE BYLAWS OF THE HOUSING AND REDEVELOPMENT  
AUTHORITY OF THE CITY OF RICHFIELD, MINNESOTA

B. Consideration of resolutions designating official depositories for the HRA for 2020,  
including approval of collateral. (S.R. No. 3)

RESOLUTION NO. 1347  
RESOLUTION DESIGNATING CERTAIN FINANCIAL INSTITUTIONS AS DEPOSITORIES FOR  
THE INVESTMENT OF HOUSING AND REDEVELOPMENT AUTHORITY OF RICHFIELD  
FUNDS IN 2020

RESOLUTION NO. 1348  
RESOLUTION DESIGNATING CERTAIN SAVING AND LOAN ASSOCIATIONS, BANKS AND  
CREDIT UNIONS AS DEPOSITORIES FOR THE INVESTMENT OF HOUSING AND  
REDEVELOPMENT AUTHORITY OF RICHFIELD FUNDS IN 2020

RESOLUTION NO. 1349  
RESOLUTION DESIGNATING U.S. BANK A DEPOSITORY OF FUNDS OF THE HRA OF  
RICHFIELD FOR THE YEAR 2020

C. Designation of Community Development Director Johns Stark as Executive Director of  
the HRA for 2020. (S.R. No. 4)

Chair Supple explained the open forum being added to the HRA and invited audience to speak for  
the open forum.

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

Motion Carried 4-0

<b>Item #3</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR</b>
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None.

<b>Item #4</b>	<b>CONSIDERATION OF A RESOLUTION APPROVING A PRELIMINARY DEVELOPMENT AGREEMENT WITH NORTHBAY FOR THE DEVELOPMENT OF THE HENLEY II REDEVELOPMENT PROJECT (S.R. NO. 5)</b>
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Executive Director Stark presented Staff Report 5, and provided some background from the work session held regarding the project.

Chair Supple commented on the benefit of accessing Garfield Park from the neighborhood. Commissioner Vrieze Daniels inquired about the rehabilitation of the existing building and affordability. There was further discussion regarding affordability and accessibility of the project. Commissioner Sandahl inquired about the size of the units and desirability; Executive Director Stark explained the desire to retain existing tenants and gave positive comparisons with responses to smaller units at the Henley I.

M/Sandahl, S/Vrieze Daniels to approve a resolution granting approval to the preliminary development agreement with Northbay for the development of the Henley II redevelopment project.

RESOLUTION NO. 1350  
RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF A PRELIMINARY  
DEVELOPMENT AGREEMENT WITH [NORTHBAY ENTITY]

Motion Carried 4-0

<b>Item #5</b>	<b>CONSIDERATION OF A RESOLUTION APPROVING A PRELIMINARY DEVELOPMENT AND RIGHT OF ENTRY AGREEMENT WITH PENN INVESTMENT LLC FOR THE DEVELOPMENT OF 6501 PENN AVENUE SOUTH AND 6500 OLIVER AVENUE SOUTH (S.R. NO. 6)</b>
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Housing Manager Julie Urban presented Staff Report 6.

Commissioner Vrieze Daniels inquired about the decision to go with this developer. Housing Manager Julie Urban explained the feedback received at the work session regarding the development site. Commissioner Regan Gonzales asked for further explanation regarding the process for obtaining deeper affordability, Housing Manager Julie Urban provided explanation. Executive Director Stark explained the purpose of the preliminary development agreement.

M/Vrieze Daniels, S/Sandahl to approve a resolution granting approval to a preliminary development agreement and a right of entry agreement with Penn Investments LLC for the redevelopment of 6501 Penn Avenue South and 6500 Oliver Avenue South.

RESOLUTION NO. 1351  
RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF A PRELIMINARY  
DEVELOPMENT AGREEMENT AND RIGHT OF ENTRY AGREEMENT WITH PENN  
INVESTMENTS LLC

Motion Carried 4-0

<b>Item #6</b>	<b>AUTHORIZE THE HRA EXECUTIVE DIRECTOR TO APPROVE EXPENDITURES AND APPROVE AND EXECUTE PROFESSIONAL SERVICE AGREEMENTS/CONTRACTS IN AN AMOUNT UP TO \$50,000 (S.R. NO.7)</b>
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Executive Director Stark presented Staff Report 7.

M/Sandahl, S/Regan Gonzalez to approve a resolution to authorize HRA Executive Director to approve expenditures and approve and execute professional service agreements/contracts in an amount up to \$50,000.

RESOLUTION NO.1352  
RESOLUTION DELEGATING EXECUTIVE DIRECTOR TO EXECUTE CERTAIN DOCUMENTS  
AND AUTHORIZE EXPENDITURES ON BEHALF OF THE HOUSING AND REDEVELOPMENT  
AUTHORITY IN AND FOR THE CITY OF RICHFIELD, MINNESOTA

Motion Carried 4-0

<b>Item #7</b>	<b>HRA DISCUSSION ITEMS</b>
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Commissioner Regan Gonzalez spoke of her appreciation for the joint work session with City Council and HRA and continued effort to talk about the housing goals as a community. Chair Supple spoke of anticipation of the next meeting and action steps.

<b>Item #8</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
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Executive Director Stark provided additional information regarding item #4 on the Agenda.

<b>Item #9</b>	<b>CLAIMS</b>
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M/Sandahl, S/Regan Gonzalez that the following claims be approved:

<b>U.S. BANK</b>	<b>1/20/2020</b>
Section 8 Checks: 131350-131431	\$162,958.68
HRA Checks: 33783-33797	\$15,153.27
<b>TOTAL</b>	<b>\$178,111.95</b>

Motion carried 4-0

<b>Item #10</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:39 p.m.

Date Approved: February 18, 2020

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Mary B. Supple  
HRA Chair

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LaTonia DuBois  
Administrative Assistant

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John Stark  
Executive Director