



**SPECIAL HOUSING AND  
REDEVELOPMENT AUTHORITY  
WORKSESSION MINUTES**  
Richfield, Minnesota

**Special Worksession  
January 20, 2009**

**CALL TO ORDER**

The meeting was called to order by Chair Sandahl at 6:00 p.m.

**ROLL CALL**

*HRA Members*

*Present:* Sue Sandahl, Chair; Joan Helmberger; David Gepner; and Steven Quam.

*HRA Members*

*Absent:* Doris Rubenstein.

*Staff Present:*

Steven L. Devich, Executive Director; John Stark, Community Development Director/HRA Manager; Karen Barton, Community Development Manager; and Nancy Gibbs, City Clerk.

<b>Item #1</b>	<b>DISCUSSION REGARDING FORECLOSURE UPDATE AND PROGRAM GUIDELINES</b>
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Community Development Director Stark presented foreclosure update on program guidelines.

Community Development Manager Barton presented federal fund program update.

Commissioner Gepner asked Community Development Manager Barton if the money from federal fund program can be used to pay administrative fees.

Community Development Manager Barton stated that administrative fees associated to this program could be paid from this fund.

Commissioner Quam asked about the possibility of purchasing homes now and demolishing them. This might be a real opportunity to land bank and look for funding now.

Community Development Director Stark responded that originally Richfield Rediscover was to land bank, however currently we try to acquire foreclosed homes.

<b>Item #2</b>	<b>DISCUSSION REGARDING URBAN LAND INSTITUTE HOUSING AUDIT REVIEW</b>
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Community Development Director Stark introduced Cathy Bennett of Community Consultant Services.

Ms. Bennett provided a PowerPoint presentation explaining the Urban Land Institute's Housing Audit Review. (Clerk's file C-445)

Ms. Bennett was accompanied by John Carpenter of Excensus Group and Dennis Welsch of the Center for Policy, Planning, and Performance.

The HRA consensus was to continue this worksession after the Regular HRA Meeting.

The meeting was suspended by unanimous consent at 6:55 p.m.

<b>CONTINUATION OF SPECIAL WORKSESSION</b>
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The worksession was reconvened by Char Sandahl at 7:16 p.m.

<b>Item #2</b>	<b>DISCUSSION REGARDING URBAN LAND INSTITUTE HOUSING AUDIT REVIEW (CONTINUED)</b>
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Discussion regarding Urban Land Institute Housing Audit Review continued.

Ms. Bennett stated she would return in February or March with a more condensed and updated plan.

<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 8:23 p.m.

Date Approved: \_\_\_\_\_

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Suzanne M. Sandahl  
Chair

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Nancy Gibbs  
City Clerk

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Steven L. Devich  
Executive Director



# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

**Regular Meeting**  
**January 20, 2009**

## CALL TO ORDER

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

## ROLL CALL

### *HRA Members*

*Present:* Sue Sandahl, Chair; Joan Helmberger; David Gepner; and Steven Quam.

### *HRA Members*

*Absent:* Doris Rubenstein.

### *Staff Present:*

Steven L. Devich, Executive Director; John Stark, Community Development Director; Karen Barton, Community Development Manager; Chris Regis, Finance Manager; and Nancy Gibbs, City Clerk.

<b>Item #1</b>	<b>CONSIDERATION OF ELECTION OF HRA OFFICERS FOR 2009 S.R. NO. 1</b>
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M/Quam, S/Helmberger to nominate Sue Sandahl as Chair, Joan Helmberger as Secretary, and David Gepner as Vice Chair of the HRA.

Motion carried 4-0.

<b>Item #2</b>	<b>HRA APPROVAL OF MINUTES</b>
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M/Gepner, S/Quam to approve the minutes of Regular HRA Meeting of December 15, 2008.

Motion carried 4-0.

<b>Item #3</b>	<b>HRA APPROVAL OF AGENDA</b>
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M/Helmberger, S/Gepner to approve the agenda.

Motion carried 4-0.

<b>Item #4</b>	<b>CONSENT CALENDAR</b>
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- A. Consideration of approval of designating Community Development Director as Acting Executive Director of HRA in event Executive Director is absent from City for 2009 S.R. No. 2
- B. Consideration of approval of resolutions designating official depositories for HRA, including collateral, for 2009 S.R. No. 3

HRA RESOLUTION NO. 1042

RESOLUTION DESIGNATING U.S. BANK  
A DEPOSITORY OF FUNDS OF THE HRA OF RICHFIELD  
FOR THE YEAR 2009

This resolution appears as HRA Resolution No. 1042.

HRA RESOLUTION NO. 1043

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 2009

This resolution appears as HRA Resolution No. 1043.

HRA RESOLUTION NO. 1044

RESOLUTION DESIGNATING CERTAIN FINANCIAL  
INSTITUTIONS AS DEPOSITORIES FOR THE INVESTMENT OF  
HOUSING AND REDEVELOPMENT AUTHORITY OF RICHFIELD  
FUNDS IN 2009

This resolution appears as HRA Resolution No. 1044.

- C. Consideration of approval of resolution designating Richfield Sun-Current as official newspaper for 2009 S.R. No. 4

HRA RESOLUTION NO. 1045

RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2009

This resolution appears as HRA Resolution No. 1045.

M/Helmberger, S/Quam to approve the consent calendar.

Motion carried 4-0.

<b>Item #5</b>	<b>CONSIDERATION OF APPROVAL OF CONTRACT FOR PRIVATE REDEVELOPMENT BETWEEN HRA AND ERIC BLAD FOR REDEVELOPMENT OF 2830 WEST 70 1/2 STREET UNDER RICHFIELD REDISCOVERED PROGRAM AND CONSIDERATION OF SUBORDINATION REQUEST S.R. NO. 5</b>
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Community Development Director Stark presented Staff Report No. 5.

Eric Blad, 2830 West 70 1/2 Street, thanked the HRA and stated he is looking forward to moving into his new home.

M/Gepner, S/Helmberger to approve contract for private redevelopment between HRA and Eric Blad for redevelopment of 2830 West 70 1/2 Street under Richfield Rediscovered Program and subordination request.

Motion carried 4-0.

<b>Item #6</b>	<b>EXECUTIVE DIRECTOR REPORT</b>
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None.

<b>Item #5</b>	<b>CLAIMS AND PAYROLL</b>
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M/Quam, S/Helmberger that the following claims and payrolls be approved:

**U.S. Bank 12-15-2008**

Section 8 Checks: 116315 – 116464	\$ 172,939.64
HRA Checks: 30454 - 30485	\$ 71,876.18
<b>TOTAL</b>	<b>\$ 244,815.82</b>

Motion carried 4-0.

<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:15 p.m.

Date Approved: \_\_\_\_\_

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Suzanne M. Sandahl  
Chair

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Nancy Gibbs  
City Clerk

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Steven L. Devich  
Executive Director