

# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

December 19, 2011

### CALL TO ORDER

The meeting was called to order by Chair Sandahl at 7:02 p.m.

### ROLL CALL

*HRA Members  
Present*

Sue Sandahl, Chair; Steven Quam; Debbie Goettel and Doris Rubenstein

*Staff Present:*

John Stark, Acting Executive Director; Karen Barton, Assistant Community Development Director; and Nancy Gibbs, City Clerk.

Item #1

**APPOINTMENT OF HRA ACTING SECRETARY FOR DECEMBER 2011**

Commission Member Goettel nominated Doris Rubenstein.

M/Goettel, S/Quam to appoint Doris Rubenstein as HRA Acting Secretary for December 2011.

Motion carried 4-0.

Item #2

**APPROVAL OF MINUTES OF (1) SPECIAL HRA WORKSESSION OF NOVEMBER 21, 2011 AND (2) REGULAR HRA MEETING OF NOVEMBER 21, 2011**

M/Rubenstein, S/Goettel to approve the minutes of the (1) Special HRA Worksession of November 21, 2011 and (2) Regular HRA Meeting of November 21, 2011.

Motion carried 4-0.

Item #3

**HRA APPROVAL OF AGENDA**

M/Goettel, S/Quam to approve the agenda.

Motion carried 4-0.

Item #4	<b>CONSIDERATION OF ANNUAL CONSULTANT SERVICES AGREEMENT WITH GREATER METROPOLITAN HOUSING CORPORATION FOR 2012 (STAFF REPORT NO. 54)</b>
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Assistant Community Development Director Barton presented Staff Report No. 54.

M/Rubenstein, S/Quam to approve the annual consultant services agreement with Greater Metropolitan Housing Corporation for 2012.

Motion carried 4-0.

Item #5	<b>CONSIDERATION OF RESOLUTION GRANTING ASSISTANCE IN AMOUNT OF \$250,000 AND APPROVING FUNDING AGREEMENT WITH PIZZA LUCE FOR ACQUISITION AND REDEVELOPMENT OF 800 WEST 66<sup>TH</sup> STREET (STAFF REPORT NO. 55)</b>
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Assistant Community Development Director Barton presented Staff Report No. 55.

J.J. Heywood, CEO, and Laura Hansen, Chief of Operations of Pizza Luce, presented a PowerPoint of the new Pizza Luce Restaurant that will begin construction early 2012.

M/Quam, S/Sandahl that the following resolution be adopted and that it be made part of these minutes:

HRA RESOLUTION NO. 1110

RESOLUTION APPROVING THE EXECUTION AND DELIVERY OF  
A FUNDING AGREEMENT BETWEEN THE RICHFIELD HRA AND  
[PIZZA LUCE ENTITY]

Motion carried 4-0. This resolution appears as HRA Resolution No. 1110.

Item #6	<b>CONSIDERATION OF CONTRACT WITH STANTEC CONSULTING SERVICES TO CONDUCT RENTAL HOUSING INVENTORY AND NEEDS ASSESSMENT (STAFF REPORT NO. 56)</b>
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Community Development Director Stark presented Staff Report No. 56 and introduced Jay Demma of Stantec Consulting.

Mr. Deema explained that he understood the concerns the commissioners had and he would address these concerns in his report.

M/Goettel, S/Quam to approve a contract with Stantec Consulting Services to conduct rental housing inventory and needs assessment.

Motion carried 4-0.

Item #7	HRA DISCUSSION ITEMS
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None.

Item #8	EXECUTIVE DIRECTOR REPORT
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None.

Item #9	CLAIMS AND PAYROLL
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M/Rubenstein, S/Quam that the following claims and payrolls be approved:

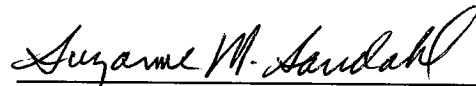
<u>U.S BANK</u>		<u>12/19/2011</u>	
Section 8 Checks:	121293-121406	\$	148,233.09
HRA Checks:	31356-31373	\$	157,572.62
TOTAL		\$	305,805.71

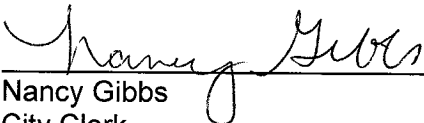
Motion carried 4-0.

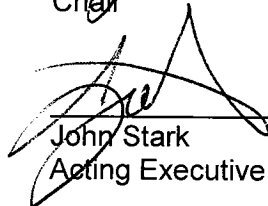
**ADJOURNMENT**

The meeting was adjourned by unanimous consent at 7:58 p.m.

Date Approved: January 17, 2012

  
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 Suzanne M. Sandahl  
 Chair

  
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 Nancy Gibbs  
 City Clerk

  
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 John Stark  
 Acting Executive Director