

# HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

December 20, 2010

### 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, Debbie Goettel, Doris Rubenstein and Steven Quam.

*Staff Present:*

John Stark, Acting Executive Director; Karen Barton, Community Development Manager and Cheryl Krumholz, Recording Secretary.

Item #1

**APPROVAL OF MINUTES OF REGULAR HRA MEETING OF NOVEMBER 15, 2010**

M/Quam, S/Goettel to approve the minutes of the November 15, 2010 Regular HRA Meeting.

Motion carried 5-0.

Item #2

**HRA APPROVAL OF AGENDA**

Chair Sandahl amended the agenda as follows:

- Item #6 moved to Item #2A
- Added Item #2B – Recognition of Best Buy
- Moved Consent Calendar Items #4A, #4B and #4D to the regular agenda for separate consideration.
- Tabled Item #4C to a future HRA meeting due to programming changes needing further review of their impacts.

M/Helmberger, S/Goettel to approve the agenda as amended.

Motion carried 5-0.

<b>Item #2A</b>	<b>CONSIDERATION OF RESOLUTION ADOPTING 4<sup>TH</sup> AMENDMENT TO CONTRACT FOR PRIVATE REDEVELOPMENT WITH BEST BUY CO., INC. (STAFF REPORT NO. 47)</b>
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This item was moved from Item #6.

Acting Executive Director Stark presented Staff Report No. 47.

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

HRA RESOLUTION NO. 1084

RESOLUTION APPROVING FOURTH AMENDMENT  
CONTRACT FOR PRIVATE REDEVELOPMENT

Motion carried 5-0. This resolution appears as HRA Resolution No. 1084.

<b>Item #2B</b>	<b>RECOGNITION OF BEST BUY FOR THEIR OUTSTANDING CORPORATE CITIZENSHIP</b>
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Chair Sandahl and Commission Member Goettel presented a plaque to Jason Wood, Best Buy representative.

<b>Item #3</b>	<b>PRESENTATION OF CERTIFICATE OF APPRECIATION TO FORMER HRA COMMISSIONER DAVID GEPNER</b>
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Chair Sandahl presented the certificate to Mr. Gepner.

<b>Item #4</b>	<b>CONSENT CALENDAR</b>
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- A. Moved to regular agenda for separate consideration
- B. Moved to regular agenda for separate consideration
- C. Tabled to a future HRA meeting due to programming changes needing further review of their impacts.
- D. Moved to regular agenda for separate consideration

<b>Item #4A</b>	<b>CONSIDERATION OF APPROVAL OF TRANSFORMATION HOME LOAN PROGRAM MODIFICATION TO PROVIDE GRANT FUNDS TO LOAN RECIPIENTS IN RECOGNITION OF 20TH ANNUAL RICHFIELD REMODELING FAIR S.R. NO. 42</b>
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Community Development Manager Barton presented Staff Report No. 42.

M/Rubenstein, S/Quam to approve a transformation Home Loan Program modification to provide grant funds to loan recipients in recognition of 20<sup>th</sup> Annual Richfield Remodeling Fair.

Motion carried 5-0.

Item #4B	<b>CONSIDERATION OF APPROVAL OF FUNDING FOR ARCHITECTURAL HOME CONSULTATION PROGRAM AVAILABLE TO RICHFIELD HOMEOWNERS S.R. NO. 43</b>
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Community Development Manager Barton presented Staff Report No. 43.

Commission Member Quam asked about the process for making the architectural list.

Community Development Manager Barton explained the list would be developed through the AIA residential committee, allowing flexibility in design.

M/Sandahl, S/Helmlinger to approve funding for architectural home consultation program available to Richfield homeowners.

Motion carried 5-0.

Item #4D	<b>CONSIDERATION OF APPROVAL OF RESOLUTION DECERTIFYING RICHFIELD REDISCOVERED TAX INCREMENT FINANCING DISTRICTS S.R. NO. 45</b>
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Acting Executive Director Stark presented Staff Report No. 45.

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

HRA RESOLUTION NO. 1085

RESOLUTION APPROVING THE DECERTIFICATION OF THE RICHFIELD REDISCOVERED A-1, B-1, A-2, B-2, A-3, B-3, A-4, B-4, A-5, B-5 AND RICHFIELD REDISCOVERED II TAX INCREMENT DISTRICTS OF THE RICHFIELD HOUSING AND REDEVELOPMENT AUTHORITY

Motion carried 5-0.

Item #5	<b>CONSIDERATION OF REQUEST FOR SUBORDINATION OF HRA APARTMENT REMODELING PROGRAM LOAN AT 6401 PLEASANT AVENUE (STAFF REPORT NO. 46)</b>
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Community Development Manager Barton presented Staff Report No. 46.

Chair Sandahl asked about the fee related to subordination requests.

Community Development Manager Barton explained the average cost including attorney and staff time and additional administrative charges is \$300-\$500.

Acting Executive Director stated currently there is one fee in place.

Jim Youngblood, owner, stated the request is for refinancing to take advantage of lower rates.

M/Sandahl, S/Goettel to approve the request for subordination of HRA apartment remodeling program loan to encumber both 6401 and 6421 Pleasant Avenue and recover costs administratively not to exceed \$500.

Motion carried 5-0.

The HRA requested staff amend the fees related to subordination requests.

Item #6	<b>CONSIDERATION OF RESOLUTION ADOPTING 4<sup>TH</sup> AMENDMENT TO CONTRACT FOR PRIVATE REDEVELOPMENT WITH BEST BUY CO., INC. (STAFF REPORT NO. 47)</b>
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This item was moved to Item #2A.

Item #7	<b>HRA DISCUSSION ITEMS</b>
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Commission Member Quam requested the Richfield Rediscovered Lot Sale marketing plan have a shortened timeline.

Commission Member Goettel provided an update on the recent open house to review draft plans for future revitalization of the 66<sup>th</sup> Corridor between Cedar and Portland Avenue.

Item #8	<b>EXECUTIVE DIRECTOR REPORT</b>
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Acting Executive Director Stark stated the January and February HRA meeting dates will change due to the third Mondays being holidays.

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

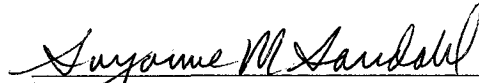
<b>U.S. Bank</b>	<b>12/20/2010</b>
Section 8 Checks: 119826-119948	\$ 156,413.00
HRA Checks: 31063-31095	\$ 56,558.88
TOTAL	\$ 212,971.88

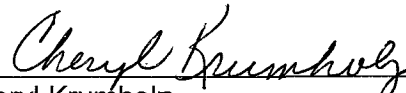
Motion carried 5-0.


**ADJOURNMENT**

The meeting was adjourned by unanimous consent at 7:51 p.m.

Date Approved: January 18, 2011

  
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Suzanne M. Sandahl  
Chair

  
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Cheryl Krumholz  
Recording Secretary

  
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John Stark  
Acting Executive Director