



Housing & Redevelopment Authority Regular Meeting

June 01, 2023

7:00 PM

Fridley City Hall, 7071 University Avenue N.E.

Agenda

Call to Order

Roll Call

Action Items

- [1.](#) Approval of Expenditures
- [2.](#) Approval of the Minutes from the HRA Meeting of May 4, 2023
- [3.](#) Annual Election of Officers

Informational Items

- [4.](#) Update on Special Legislation – Excess Increment for Housing Programs
- [5.](#) Update on Housing Programs

Adjournment

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs, or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact the City at (763) 571-3450.



AGENDA REPORT

Meeting Date: June 1, 2023

Meeting Type: Housing & Redevelopment Authority

Submitted By: Paul Bolin, Assistant Executive Director

Title

Approval of Expenditures

Background

Attached are the check reports for the month of May 2023.

Recommendation

Staff recommend the HRA approve the expenditures for the period May 1 through 31, 2023.

Attachments and Other Resources

- Check Reports

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



City of Fridley, MN

Item 1.

Check Report

By Check Number

Date Range: 04/28/2023 - 05/25/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-HRA-APBNK-HRA						
hra-600	ADVANCE COMPANIES	05/01/2023	Regular	0.00	502.66	30952
hra-311	CENTER FOR ENERGY & ENVIRONMENT (CEE)	05/01/2023	Regular	0.00	202,378.22	30953
hra-1404	XCEL ENERGY	05/01/2023	Regular	0.00	11.64	30954
hra-1113	MONROE MOXNESS BERG PA	05/10/2023	Regular	0.00	1,557.80	30955
HRA-2653	NORTH STATE ADVISERS & ASSOCIATES	05/10/2023	Regular	0.00	2,000.00	30956
hra-1601	PASSAU LANDCARE INC	05/10/2023	Regular	0.00	510.00	30957
HRA-129	MINN UNEMPLOYMENT FUND - HRA	05/12/2023	Regular	0.00	8.00	30958
hra-623	FRIDLEY, CITY OF	05/17/2023	Regular	0.00	148,743.26	30959
hra-1113	MONROE MOXNESS BERG PA	05/17/2023	Regular	0.00	8,170.00	30960
hra-1601	PASSAU LANDCARE INC	05/24/2023	Regular	0.00	510.00	30961
hra-1404	XCEL ENERGY	05/24/2023	Regular	0.00	16.23	30962

Bank Code APBNK-HRA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	19	11	0.00	364,407.81
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	19	11	0.00	364,407.81

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	19	11	0.00	364,407.81
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	19	11	0.00	364,407.81

Fund Summary

Fund	Name	Period	Amount
099	Pooled Cash - HRA	5/2023	364,407.81
			364,407.81



AGENDA REPORT

Meeting Date: June 1, 2023

Meeting Type: Housing & Redevelopment Authority

Submitted By: Paul Bolin, Assistant Executive Director

Title

Approval of the Minutes from the HRA Meeting of May 4, 2023

Background

Recommendation

Staff recommends the HRA approve the minutes from the meeting of May 4, 2023.

Attachments and Other Resources

- HRA Minutes – May 4, 2023

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



Housing and Redevelopment Authority

May 4, 2023

7:00 PM

Fridley City Hall, 7071 University Avenue NE

Minutes

Call to Order

Chairperson Showalter called the Housing and Redevelopment Authority meeting to order at 7:00 p.m.

Present

Elizabeth Showalter
Gordon Backlund
Troy Brueggemeier
Rachel Schwankl

Absent

Kyle Mulrooney

Others Present

Paul Bolin, HRA Assistant Executive Director

Action Items

1. Approval of Expenditures

Motion by Commissioner Brueggemeier to approve the expenditures. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

2. Approval of April 6, 2023, Meeting Minutes

Motion by Commissioner Backlund to approve the meeting minutes of April 6, 2023, as presented. Seconded by Commissioner Brueggemeier.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

3. Approval of Resolution No. 2023-11, Approving Purchase of Lot 18, Block 1, Spring Valley Addition

Paul Bolin, HRA Assistant Executive Director, provided background information on the HRA acquisition of property in the area of discussion. He stated that after negotiation, an agreement has been reached to purchase the proposed property which would add to the contiguous area.

Motion by Commissioner Bruggemeier to approve HRA Resolution No. 2023-11, approving the purchase agreement and authorizing the Assistant Executive Director to sign documents needed to close on the property legally described as Lot 18, Block 1, Spring Valley, Anoka County, Minnesota. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

Informational Items

4. Update on Housing Program

Mr. Bolin provided an update on the different housing programs as well as year-to-date participation data.

Action Items (Continued)

2. Approval of April 6, 2023, Meeting Minutes (Continued).

The Commission asked to reconsider the minutes and two non-substantive changes were provided.

Motion by Commissioner Backlund to approve the meeting minutes of April 6, 2023, as amended. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chair Showalter declared the motion carried unanimously.

Adjournment

Motion by Commissioner Brueggemeier to adjourn the meeting. Seconded by Commissioner Schwankl.

Upon a voice vote, all voting aye, Chairperson Showalter declared the motion carried and the meeting adjourned at 7:07 p.m.

Respectfully submitted,

Melissa Moore
City Clerk



AGENDA REPORT

Meeting Date: June 1, 2023

Meeting Type: Housing & Redevelopment Authority

Submitted By: Paul Bolin, Assistant Executive Director

Title

Annual Election of Officers

Background

Article V, Section 3 of the Authority's by-laws requires the Board of Commissioners to annually elect a Chair and Vice Chair. The election is typically held in June. Below is a list of the commissioners and the length of their current appointments.

<u>Commissioner</u>	<u>End of Term</u>
Elizabeth Showalter – Chair	June 2028
Troy Brueggemeier	June 2027
Gordon Backlund	June 2026
Rachel Schwankl	June 2025
Kyle Mulrooney – Vice Chair	June 2024

Recommendation

Staff recommends the Authority elect a Chair and Vice Chair, as required by the Authority's by-laws, to serve through June 2024.

Attachments and Other Resources

- None

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.



AGENDA REPORT

Meeting Date: June 1, 2023

Meeting Type: Housing & Redevelopment Authority

Submitted By: Paul Bolin, Assistant Executive Director

Title

Update on Special Legislation – Excess Increment for Housing Programs

Background

Last week, during the 2023 regular legislative session, the Minnesota Legislature adopted special legislation that will provide additional funding for the Authority's housing programs. The legislation is not in effect until the City Council adopts an approval resolution and certification for the Secretary of State. That action is expected to take place at the City Council meeting on June 12, 2023.

A work session will be scheduled for late summer to discuss priorities for the additional funding and potential new programs.

Attachments and Other Resources

- Special Legislation

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

212.1 **Sec. 11. CITY OF FRIDLEY; TAX INCREMENT FINANCING DISTRICT;**
 212.2 **SPECIAL RULES.**

212.3 Subdivision 1. **Transfer of increment.** Notwithstanding Minnesota Statutes, section
 212.4 469.176, subdivision 4j, the city of Fridley or its economic development authority may
 212.5 transfer tax increment accumulated from Fridley Tax Increment Financing District No. 20
 212.6 to the Fridley Housing and Redevelopment Authority for the purposes authorized in
 212.7 subdivision 2. Only increment allowed to be expended outside of the district pursuant to
 212.8 Minnesota Statutes, section 469.1763, subdivision 2, may be transferred under this section.

212.9 Subd. 2. **Allowable use.** Tax increment transferred under subdivision 1 must be used
 212.10 only to:

212.11 (1) make grants, loans, and loan guarantees for the development, rehabilitation, or
 212.12 financing of housing; or

212.13 (2) match other funds from federal, state, or private resources for housing projects.

212.14 Subd. 3. **Annual financial reporting.** Tax increment transferred under this section is
 212.15 subject to the annual reporting requirements under Minnesota Statutes, section 469.175,
 212.16 subdivision 6.

212.17 Subd. 4. **Legislative reports.** By February 1, 2025, and February 1, 2027, the city of
 212.18 Fridley must issue a report to the chairs and ranking minority members of the legislative
 212.19 committees with jurisdiction over taxes and property taxes. Each report must include detailed
 212.20 information relating to each program financed with increment transferred under this section.

212.21 Subd. 5. **Expiration.** The authority to make transfers under subdivision 1 expires
 212.22 December 31, 2027.

212.23 **EFFECTIVE DATE.** This section is effective the day after the governing body of the
 212.24 city of Fridley and its chief clerical officer comply with the requirements of Minnesota
 212.25 Statutes, section 645.021, subdivisions 2 and 3.

212.26 **Sec. 12. CITY OF PLYMOUTH; TIF AUTHORITY.**

212.27 Subdivision 1. **Establishment.** Under the special rules established in subdivision 2, the
 212.28 city of Plymouth may establish not more than two redevelopment districts located wholly
 212.29 within the city of Plymouth, Hennepin County, Minnesota, limited to the following parcels
 212.30 identified by tax identification numbers: 34-119-22-44-0002, 03-118-22-12-0002,
 212.31 03-118-22-11-0007, 02-118-22-22-0005, and 03-118-22-14-0032, together with adjacent
 212.32 roads and rights-of-way.



AGENDA REPORT

Meeting Date: June 1, 2023

Meeting Type: Housing & Redevelopment Authority

Submitted By: Paul Bolin, Assistant Executive Director

Title

Update on Housing Programs

Background

On a monthly basis, staff will provide updates from CEE on the past month's activity for the Authority's loan programs, remodeling advisor visits and Home Energy Squad Visits.

Attachments and Other Resources

- Chart of Loans Issued and Remodeling Advisor Visits

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Fridley Loan Summary Report

Activity for Period 4/16/2023 - 5/15/2023

Item 5.



Application packets requested/mailed:	This period:	0	Year-to-Date:	4
Residential Advisor Visits:	This period:	1	Year-to-Date:	11
Loans currently in process for residents in your City/Neighborhood:				43

Closed Loans	This period:		Year-to-Date:	
Fridley		Units		Units
		0		0
Closed End	137,514.11	5	378,925.77	14
Down Payment Assistance	0.00	0	10,000.00	2
Last Resort	0.00	0	0.00	0
Last Resort Emergency Deferred	0.00	0	0.00	0
Mobile Home Closed End	0.00	0	0.00	0
Multi Family Exterior Closed End	0.00	0	0.00	0
Senior Deferred	0.00	0	168,020.57	8
Total	137,514.11	5	556,946.34	24

Leveraged Funds	This period:		Year-to-Date:	
CEE	17,979.00	Units 1	17,979.00	Units 1
MHFA FUF	30,144.00	1	30,144.00	1
Total	48,123.00	2	48,123.00	2

Types of Improvements Financed YTD	# of Projects	% of Total
Additions/Finishing off unused space	2	4.76
Air Conditioning	4	9.52
Bathrooms	1	2.38
Deck	1	2.38
Down Payment Assistance	2	4.76
Driveways	1	2.38
Electrical	2	4.76
Flooring/Carpet/Tile	2	4.76
Foundations/Basement	1	2.38
Heating System	5	11.90
Kitchens	3	7.14
Landscaping	2	4.76
Other Exterior Improvements	2	4.76
Other Interior Improvements	3	7.14
Plumbing	2	4.76
Roof	1	2.38
Siding, Stucco, Exterior Paint	3	7.14
Solar-PV	2	4.76
Water Heater	2	4.76
Windows, Doors, Storm Windows, Storr	1	2.38

Types of Properties Financed YTD	#	% of Total
Single Family Residence	23	81.54
Townhouse	3	11.54

Item 5.