



HOUSING & REDEVELOPMENT AUTHORITY

City Hall—Council Chambers, 3989 Central Ave NE

Monday, January 22, 2024

5:45 PM

AGENDA

ATTENDANCE INFORMATION FOR THE PUBLIC:

Members of the public who wish to attend may do so in-person, or by Microsoft Teams Meeting **ID 287 822 303 488, Passcode MGP9KV**. For questions please call the Administration Department at 763-706-3610.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

BUSINESS ITEMS

1. Election of Housing and Redevelopment Authority Officers

MOTION: Move to elect _____ as Chair of the Housing and Redevelopment Authority.

MOTION: Move to elect _____ as Vice Chair of the Housing and Redevelopment Authority.

MOTION: Move to elect _____ as Secretary-Treasurer of the Housing and Redevelopment Authority.

CONSENT AGENDA

2. Approval of the Minutes from the February 27, 2023, HRA Meeting.

MOTION: Move to approve the Consent Agenda as presented.

ADJOURNMENT

Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.



AGENDA SECTION	BUISNESS ITEMS
MEETING DATE	01/22/2024

ITEM:	Election of Housing and Redevelopment Authority Officers	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 01/17/2024

BACKGROUND:

The original purpose of the HRA was to oversee the operation and management of a U.S. Housing and Urban Development (HUD) supported multifamily rental housing facility known as Parkview Villa North and South. On September 28th, 2015, the HRA officially sold Parkview Villa North and South to Aeon, a non-profit housing organization.

Since Parkview Villa North and South were the last two properties owned by the HRA, the HRA adopted amended operational bylaws in 2016 to no longer hold regularly scheduled meetings. At the same time the HRA designated all housing and redevelopment duties to the EDA. Due to ongoing audit and reporting requirements mandated by HUD, the HRA is required to remain an entity even though it no longer owns or operates any property.

Pursuant to the bylaws of the Columbia Heights Housing and Redevelopment Authority (the “HRA”), officers are required to be elected annually. The 2023 HRA officers that served are as follows:

- Chair – Rachel James
- Vice Chair – Justice Spriggs
- Secretary/Treasurer – Connie Buesgens

In order for an HRA Commissioner to be considered for an officer position, an HRA Commissioner must be nominated by another commissioner, or by themselves.

1. Chair
 - a. Please provide all nominations for President of the HRA.
 - b. Vote individually for each nominated member.
 - c. The member with the most votes is declared the President of the HRA by the Executive Director.
2. Vice Chair
 - a. Please provide all nominations for Vice President of the HRA.
 - b. Vote individually for each nominated member.
 - c. The member with the most votes is declared the Vice President of the HRA by the Executive Director.
3. Secretary-Treasurer
 - a. Please provide all nominations for Treasurer of the HRA.
 - b. Vote individually for each nominated member.
 - c. The member with the most votes is declared the Treasurer of the HRA by the Executive Director.

RECOMMENDED MOTION(S):

MOTION: Move to elect _____ as Chair of the Housing and Redevelopment Authority.

MOTION: Move to elect _____ as Vice Chair of the Housing and Redevelopment Authority.

MOTION: Move to elect _____ as Secretary-Treasurer of the Housing and Redevelopment Authority.

Following ratification of the above motions, the newly elected Chair of the HRA will now preside over the remainder of the meeting.

**HOUSING & REDEVELOPMENT AUTHORITY
MINUTES OF THE MEETING
OF FEBRUARY 27, 2023**

The meeting was called to order at 5:30 pm by Mayor Amáda Márquez Simula.

Members present: Marquez Simula, Buesgens, Jacobs, Spriggs and James.

Others Present: Aaron Chirpich (Community Development Director), Sara Ion (City Clerk)

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS-

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Pursuant to the bylaws of the Columbia Heights Housing and Redevelopment Authority (the "HRA"), officers are required to be elected annually. The 2022 HRA officers that served are as follows:

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- Vice Chair – Kt Jacobs
- Secretary/Treasurer – Amáda Márquez Simula

In order for an HRA Commissioner to be considered for an officer position, an HRA Commissioner must be nominated by another commissioner, or by themself.

1. Chair

- a. Please provide all nominations for President of the HRA.
- b. Vote individually for each nominated member.
- c. The member with the most votes is declared the President of the HRA by the Executive Director.

2. Vice Chair

- a. Please provide all nominations for Vice President of the HRA.
- b. Vote individually for each nominated member.
- c. The member with the most votes is declared the Vice President of the HRA by the Executive Director.

3. Secretary-Treasurer

- a. Please provide all nominations for Treasurer of the HRA.
- b. Vote individually for each nominated member.
- c. The member with the most votes is declared the Treasurer of the HRA by the Executive Director.

Questions/Comments from Members:

Buesgens asked the question when is the HRA done?

Aaron Chirpich responded that it does not end once the reporting requirements are finished.

Buesgens then asked if the city could retain the HRA levy once the HRA has completed its recording requirements?

Aaron Chirpich explained that he spoke with the finance director and without reviewing statute the director was certain that the city could continue to utilize that levy, and that at that time it may be wise to not disband the HRA as it could be reestablished in the future.

Márquez Simula asked for any nominations for chair.

Buesgens nominated James for chair of the Housing and Redevelopment Authority, Márquez Simula seconded the nomination.

Jacobs nominated Spriggs for chair of the Housing and Redevelopment Authority, there was no second.

Motion by Buesgens, seconded by Márquez Simula to elect James as chair of the Housing and Redevelopment Authority. All ayes. MOTION PASSED

The new chair Rachel James took over for the remainder of the meeting.

Buesgens nominated Spriggs for Vice Chair of the Housing and Redevelopment Authority.

Motion by Buesgens, seconded by James to elect Spriggs as Vice Chair of the Housing and Redevelopment Authority. All ayes. MOTION PASSED

Márquez Simula nominated Buesgens as Secretary-Treasurer of the Housing and Redevelopment Authority.

Motion by Márquez Simula, seconded by Spriggs to elect Buesgens as Secretary-Treasurer of the Housing and Redevelopment Authority. All ayes. MOTION PASSED

2023 Officers are as follows:

Rachel James is Chair

Justice Spriggs is Vice Chair

Connie Buesgens is Secretary-Treasurer

CONSENT AGENDA

- a. Approve the minutes of the regular HRA Meeting of May 2, 2022.

Motion by Jacobs, seconded by Spriggs, to approve the Consent Agenda as presented. All ayes. MOTION PASSED

Motion by Márquez Simula, seconded by Buesgens to Adjourn the February 27, 2023, meeting of the Housing and Redevelopment Authority. All ayes. MOTION PASSED

Adjourn

Respectfully submitted,

Mitchell Forney
Community Development Coordinator