



# HOUSING & REDEVELOPMENT AUTHORITY REGULAR MEETING

June 02, 2022

7:00 PM

Fridley Civic Center - 7071 University Avenue N.E.

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## AGENDA

### Call to Order

### Roll Call

### Action Items

- [1.](#) Approval of Expenditures
- [2.](#) Approval of the Minutes from the HRA Meeting of May 5, 2022
- [3.](#) Annual Election of Officers

### Informational Items

- [4.](#) Update on Housing Programs

### Adjournment

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The City of Fridley will not discriminate against or harass anyone in the admission or access to, or treatment, or employment in its services, program, or activities because of race, color, creed, religion, national origin, sex, disability, age, marital status, sexual orientation or status with regard to public assistance. Upon request, accommodation will be provided to allow individuals with disabilities to participate in any of Fridley's services, programs, and activities. Hearing impaired persons who need any interpreter or other persons with disabilities who require auxiliary aids should contact Roberta Collins at (763) 572-3500. (TTD/763-572-3534).



# AGENDA REPORT

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**Meeting Date:** June 2, 2022

**Meeting Type:** Housing & Redevelopment Authority

**Submitted By:** Paul Bolin, Assistant Executive Director

## **Title**

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Approval of Expenditures

## **Background**

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## **Recommendation**

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Staff recommends the HRA approve the expenditures for the period May 1 through May 28, 2022.

## **Attachments and Other Resources**

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- Check Report

## **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: 05/06/2022 - 05/26/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-HRA-APBNK-HRA</b>						
hra-311	CENTER FOR ENERGY & ENVIRONMENT (CEE)	05/12/2022	Regular	0.00	160,300.00	30787
HRA-2621	JOHNSON, GREG	05/12/2022	Regular	0.00	2,625.00	30788
hra-1201	LAND TITLE INC	05/12/2022	Regular	0.00	50.00	30789
hra-1341	METRO NORTH CHAMBER OF COMMERCE	05/12/2022	Regular	0.00	415.50	30790
HRA-2653	NORTH STATE ADVISERS & ASSOCIATES	05/12/2022	Regular	0.00	2,000.00	30791
HRA-2643	ANOKA COUNTY PROPERTY RECORDS & TAXATION	05/20/2022	Regular	0.00	10,598.05	30792
HRA-453	BAILEY-SEILER, LEE	05/20/2022	Regular	0.00	1,147.13	30793
HRA-452	BEARDEN, MOLLY	05/20/2022	Regular	0.00	500.00	30794
hra-1113	MONROE MOXNESS BERG PA	05/20/2022	Regular	0.00	4,845.00	30795
hra-1601	PASSAU LANDCARE INC	05/20/2022	Regular	0.00	460.00	30796

**Bank Code APBNK-HRA Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	10	0.00	182,940.68
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
	<b>13</b>	<b>10</b>	<b>0.00</b>	<b>182,940.68</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	10	0.00	182,940.68
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
	<b>13</b>	<b>10</b>	<b>0.00</b>	<b>182,940.68</b>

### Fund Summary

Fund	Name	Period	Amount
099	Pooled Cash - HRA	5/2022	182,940.68
			<b>182,940.68</b>



# AGENDA REPORT

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**Meeting Date:** June 2, 2022

**Meeting Type:** Housing & Redevelopment Authority

**Submitted By:** Paul Bolin, Assistant Executive Director

## Title

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Approval of the Minutes from the HRA Meeting of May 5, 2022

## Background

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## Recommendation

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Staff recommends the HRA approve the minutes from the HRA meeting of May 5, 2022.

## Attachments and Other Resources

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- HRA Minutes – May 5, 2022

## Vision Statement

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



# HOUSING AND REDEVELOPMENT AUTHORITY COMMISSION

May 5, 2022

7:00 PM

Fridley Civic Campus, 7071 University Avenue N.E.

## MINUTES

### **CALL TO ORDER**

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

### **PRESENT**

William Holm  
Elizabeth Showalter  
Rachel Schwankl  
Kyle Mulrooney  
Paul Bolin, HRA Assistant Executive Director  
Vickie Johnson, Development Consultant

### **ACTION ITEMS**

#### 1. Approval of Expenditures

Motion by Commissioner Mulrooney to approve the expenditures. Seconded by Commissioner Showalter.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIR HOLM DECLARED THE MOTION CARRIED UNANIMOUSLY.

#### 2. Approval April 7, 2022, Meeting Minutes

Motion by Commissioner Schwankl. to approve the meeting minutes of April 7, 2022 as presented. Seconded by Commissioner Mulrooney.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIR HOLM DECLARED THE MOTION CARRIED UNANIMOUSLY.

### **INFORMATIONAL ITEMS**

#### 3. Adjustment to Purchase Agreement – Archer–Kath – 1358 Mississippi Street

Mr. Bolin stated at the November HRA meeting, the HRA adopted a motion to approve the purchase of the property at 1358 Mississippi authorizing staff and the Chair to make any changes and sign any documents necessary for the closing. He stated that at that time the selling price was estimated to be \$170,000 with a closing to occur by Thanksgiving. He stated that the seller had a number of issues arise and they were unable to close until April when the purchase price rose from \$170,000 to \$175,000. He stated that the City is asking the HRA to adopt a motion recognizing that increase.

The Commission asked and received confirmation that the closing has occurred.

MOTION by Commissioner Showalter to approve the final purchase price of \$175,000 for the property at 1358 Mississippi Street. Seconded by Commissioner Schwankl.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON HOLM DECLARED THE MOTION CARRIED.

4. Approval of Resolution 2022-03 Related to Completion of Work at Old City Hall Campus

Mr. Bolin provided background information on the old City Hall campus noting that prior to the sale of the property, it was agreed that the HRA would take on the redevelopment expenses, run the land sale, reimburse itself and the remaining funds would go back to the City. He stated that following the land sale there was approximately \$1,000,000 left in the fund and it was determined that it was more advantageous for the City for the HRA to hold those funds for future efforts. He provided details on a potential public improvement project related to the University Service Road which has an estimated cost of \$200,000. He stated that the City has requested the HRA to assist with the project.

The Commission asked details about streetscape and trees. Mr. Bolin provided additional details.

MOTION by Commissioner Showalter to adopt Resolution 2022-03 Related to Completion of Work at Old City Hall Campus. Seconded by Commissioner Schwankl.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON HOLM DECLARED THE MOTION CARRIED.

**INFORMATIONAL ITEMS**

5. Update on Housing Programs

Mr. Bolin provided an overview of the HRA loan program summary for April and year to date. He also provided similar information for remodeling advisor and Home Energy Squad visits. He provided an overview of the HRA grant programs summary. He also provided an estimate on the number of residents that may be joining Fridley as residents through the new apartment complexes.

**ADJOURNMENT**

MOTION by Commissioner Mulrooney to adjourn the meeting. Seconded by Commissioner Schwankl.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON HOLM DECLARED THE MOTION CARRIED AND THE MEETING ADJOURNED AT 7:20 P.M.

Respectfully submitted,

Melissa Moore  
Recording Secretary



# AGENDA REPORT

**Meeting Date:** June 2, 2022

**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 – Vice Chair	June 2023
Bill Holm - Chair	June 2022 - Retiring
Gordon Backlund	June 2026
Rachel Schwankl	June 2025
Kyle Mulrooney	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 2023.

## 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

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**Meeting Date:** June 2, 2022

**Meeting Type:** HRA Regular Meeting

**Submitted By:** Paul Bolin, Asst. Executive Director

## **Title**

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Update on Housing Programs

## **Background**

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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**

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- Chart of Loans Issued & 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 4/16/2022 - 5/15/2022

Item 4.



Application packets requested/mailed:	This period:	1	Year-to-Date:	5
Residential Advisor Visits:	This period:	3	Year-to-Date:	20
Loans currently in process for residents in your City/Neighborhood:		39		

Closed Loans	This period:		Year-to-Date:	
Fridley		Units		Units
		0		0
Closed End	20,349.80	1	160,535.00	6
Down Payment Assistance	0.00	0	0.00	0
Last Resort	0.00	0	0.00	0
Last Resort Emergency Deferred	0.00	0	0.00	0
Mobile Home Closed End		0		0
Multi Family Exterior Closed End		0		0
Senior Deferred	25,000.00	1	197,665.00	13
Total	45,349.80	2	358,200.00	19

Leveraged Funds	This period:		Year-to-Date:	
MHFA FUF		Units		Units
		1		4
Total	37,242.00	1	79,173.00	4

Types of Improvements Financed YTD	# of Projects	% of Total
Air Conditioning	1	2.86
Bathrooms	4	11.43
Deck	1	2.86
Driveways	2	5.71
Electrical	1	2.86
Fence	2	5.71
Insulation	1	2.86
Interior Painting/Repairs	1	2.86
Kitchens	5	14.29
Landscaping	1	2.86
Lighting	1	2.86
Other Exterior Improvements	4	11.43
Other Interior Improvements	3	8.57
Roof	4	11.43
Sidewalks, Steps	2	5.71
Windows, Doors, Storm Windows, Storr	2	5.71

Types of Properties Financed YTD	#	% of Total
Commercial - Non-residential	1	4.17
Single Family Residence	21	87.50
Townhouse	1	4.17
Two to Four Unit Property	1	4.17