

City of East Bethel
Housing and Redevelopment Authority

April 3, 2013

The Housing and Redevelopment Authority (HRA) met on April 3, 2013 for their regular meeting at City Hall at 9:58 PM.

MEMBERS PRESENT: Bob DeRoche Ron Koller Richard Lawrence
 Heidi Moegerle Tom Ronning

ALSO PRESENT: Jack Davis, City Administrator
 Andy Pratt, Acting City Attorney

Call to Order DeRoche called the meeting to order at 9:58 PM.

Adopt Agenda **DeRoche made a motion to adopt the April 3, 2013 Housing and Redevelopment Authority (HRA) meeting agenda. Lawrence seconded; all in favor, motion carries.**

Approve Minutes **Ronning made a motion to approve the January 23, 2013 HRA minutes as amended. Koller seconded; all in favor, motion carries.**

2014 Budget Review Davis explained that Per MN State Statute 469.033, subdivision 6, the East Bethel HRA must each year formulate and file a budget in accordance with the budget procedure of the City in the same manner as required of the executive departments of the City.

The City did not levy an HRA tax for pay 2012 or 2013. The unaudited cash balance of the HRA Fund as of March 31, 2013 is \$799,516.63. Attachments 1 & 2 are the 2014 narrative and 2014 proposed budget.

The HRA currently contracts with the City for administrative support staff services to support the administrative undertakings, including fiscal support services of the HRA and such other responsibilities such as recording and maintaining accurate records of the meetings of the HRA and of all official actions taken by or on behalf of the HRA. The proposed 2014 Budget includes a transfer of \$15,000 to City General Fund to support the Executive Director, Community Development Director, Fiscal and Services Support Director, and Administrative Support staff. This number is based on one day a month for both the Community Development Director and Administrative support staff. It also includes one day a quarter for the City Administrator/Executive Director and the Fiscal and Services Support Director.

Staff requests HRA consider the approval of the proposed 2014 HRA Budget and submit this budget to Council for consideration as part of the 2014 budget development process.

Moegerle made a motion to table the proposed 2014 HRA Budget until Council can have a workshop meeting to determine whether we are going to have loan programs for septic repair at Coon Lake Beach or any other projects that would require litigation costs or additional staff costs that would need to be allocated from this budget. Moegerle, "For the support of that, we just approved minutes that indicated that we were going to be having workshops to discuss things and take care of business. So, we need to find out what we are going to do. Whether we are going to help those folks out at

Coon Lake Beach with their septic systems this year or next year or both. I appreciate getting this early, but I think that we don't have enough information to vote on it and we might have to go back and change it."

Lawrence, "Do we have a second to that motion?" DeRoche, "We don't yet." Moegerle, "No we don't. But, we have talked about this and it goes through the HRA, not the EDA. The HRA which is Housing and Redevelopment so if we are going to talk about having a plan to recover their septic systems so that we can preserve the lake, when are we going to do that? We have talked about that for 2 ½ years." DeRoche, "We have also had only one budget meeting and we also need to look at that and we need to know where we are going with it. If we don't at least approve something, we can always add it. But, this thing could drag on for a little while. Are you asking me, "Do you want to put this on hold until we know what we are going give the EDA to do their projects?" Moegerle, "I said two weeks, it was in my motion."

Davis, "This isn't a final HRA budget. It is just a preliminary budget so we can begin to work on the City budget with. So, if you did choose to approve this tonight, it can be amended at any time during this process." Moegerle, "My bigger point is we haven't had the workshops and we need to start working on those things. Two points in it, I understand it hasn't been seconded." **Motion fails for lack of second.**

DeRoche made a motion to approve the preliminary 2014 HRA budget as presented as a starting point. Ronning seconded. Moegerle, nay; DeRoche, Koller, Lawrence and Ronning, aye; motion carries.

Moegerle made a motion to schedule a workshop for Wednesday, April 24, 2013 to start discussing what the HRA is going to do with their funds. Lawrence seconded. DeRoche, "I can't commit because I don't know my schedule." Ronning, "The same goes for me." Moegerle asked Davis, "Will that give you enough time to work up some information on what we can do with regards to the septic systems and there was another loan program. I didn't know if that was going to go through the EDA. Another one to help out." Davis, "Yes, I think we can discuss some general concepts regarding these projects and see if there is interest in moving forward. And if there is, then we can work out the details on them." Koller, "It works for me." **DeRoche and Ronning, nay; Koller, Lawrence, and Moegerle, aye; motion carries.**

Adjourn **Lawrence made a motion to adjourn the HRA meeting at 10:07 PM. Ronning seconded; all in favor, motion carries.**

Attest:

Wendy Warren
Deputy City Clerk