

**City of East Bethel**  
**Housing and Redevelopment Authority Meeting**  
April 1, 2015

The Housing and Redevelopment Authority (HRA) met on April 1, 2015, for a regular meeting at City Hall at 6:00 p.m.

MEMBERS PRESENT:        Steve Voss                      Ron Koller                      Tim Harrington  
                                     Brian Mundle                      Tom Ronning

MEMBERS EXCUSED:        None.

ALSO PRESENT:             Jack Davis, City Administrator  
                                     Mark Vierling, City Attorney

**1.0**                      Mundle called the regular meeting to order at 6:00 p.m.

**Call to Order**

**2.0**                      **Harrington stated I'll make a motion to adopt tonight's agenda. Koller stated second. Harrington stated I'd like to add Item 5.0A, 2016 HRA Budget.** Mundle stated all in favor say aye? **All in favor.** Mundle stated opposed? Hearing none motion passes. **Motion passes unanimously.**

**Adopt  
Agenda**

**3.0**                      **Koller stated I'll make a motion to approve the minutes from the January 21, 2015, Meeting. Harrington stated I'll second.** Mundle stated any discussion?

**Approve  
Minutes**

Voss stated I was a little surprised to see the quotes in those minutes. I thought we got away from that. For Council I know we did. Davis stated these minutes were done prior to us notifying her. We received these minutes back in March so that's why they're in there. Voss stated okay, that's fine.

Mundle stated all in favor say aye? **All in favor.** Mundle stated opposed? Hearing none motion passes. **Motion passes unanimously.**

**4.0**                      Davis stated as you're aware, the HRA is scheduled to meet quarterly. We have two things that may be items for discussion at the July meeting and those would be:

**Set Agenda  
for July 1,  
2015,  
Meeting and  
Council**

- Continuation of our discussion on use of HRA funds for utilities installation to serve future Senior Housing; and,
- Continuation of our discussion on the City SAC and WAC Loan Program as it relates to one property owner in the sewer district.

Davis stated I can say this about that situation, is that the Confessions of Judgment were scheduled to be paid off by March 23<sup>rd</sup> and if they weren't, then they have until May 11<sup>th</sup> to satisfy that. If not, then the forfeiture procedure starts by the County. So, we won't really know anything until May 11<sup>th</sup> and this one may work itself out naturally.

Davis stated if there's anything else you'd like to see on the July agenda, let me know and we'll prepare that.

Mundle asked anything else for Item 4.0? Davis responded no, that's it from my standpoint. Mundle asked does the Council have any more input? Hearing none, we'll move on to Item 5.0.

**5.0**                      Davis stated this is an opportunity to bring up any issues or items that you may have concerning the HRA or its activities. I'll just give a few brief updates on a project, the City CDBG project for septic system repair at Coon Lake Beach will be getting back underway very shortly. One of the applicants had their project completed last fall.

**Council  
Discussion**

CDBG  
Project

There's four that are ready to go now and the rest are getting ready to get bids. There should be a lot of activity and that project will be scheduled to be completed by September of this year. Again, that's a reimbursable grant so when the City gets the bill they pay it and then we submit the bill to the County for reimbursement.

5.0A  
2016 HRA  
Budget

Davis stated the other thing that I'd asked to be added to the agenda was a discussion of the 2016 HRA budget. In July, at the first meeting, I want to go ahead and add it onto this one in case there's any real questions. We can get those identified and solved. Essentially the HRA budget, though, is just a transfer from the City General Fund. It's in the handout that's in front of you, these three pages right here. It essentially covers salaries for staff time to administer HRA-type activities. This year the bulk of those will be the administration of the Community Development Block Grant Program.

Davis stated if everything is self-explanatory and you don't have any questions, I would request that you consider approving this budget so we can work it into our preparation for the preliminary City budget. If there's any further questions you have, we can answer them here or we can do it at a later date.

Ronning arrived at 6:06 p.m.

Davis stated this budget is also the same one that we had last year and it does not involve any levy.

Voss stated I'm fine with it. We haven't had any discussions of projects that we'd need additional funding for anyway. Davis stated no and if we did, those would come out of the existing balance that we've levied for and that could be part of discussions going on or at the next meeting. Koller stated looks good to me. Harrington stated yeah. Mundle stated I've got no issues.

Mundle asked is there any more discussion on the budget? Would you be liking a motion then to approve it? Davis stated if we could and if that's your pleasure, I would like to have that approved so we can use this as our baseline for the development of the general City budget.

**Harrington stated I'll make a motion to adopt the Housing and Redevelopment Authority budget for 2016. Koller stated I'll second. Mundle stated any discussion? All in favor say aye? All in favor. Mundle stated opposed? Hearing none motion passes. Motion passes unanimously.**

5.0B  
Other

Davis stated one other thing I'd like to add. You may be wondering why we scheduled this meeting for 6 o'clock and it was only scheduled for 15 minutes. There's a Booster Day meeting at 6:30 p.m. and this will give our two Council representatives time to attend that. With the advent of Booster Day coming upon us quickly, I thought it might be incumbent on our part at least to have some representation at that meeting.

Mundle stated if we had more than our two Council representatives at that meeting, would it need to be posted? Vierling responded we'd recommend it be posted. Davis stated yeah, it should be.

5.0B  
Other

Mundle stated okay because seeing how we have everybody here, we could take off a Work item agenda of Council's involvement. Voss stated that's mighty bold of you

Brian. Mundle stated just cover it at that meeting but if we have to post the meeting, then we'll just have to. Davis stated I think it will be good but I think probably some of that stuff we'd discussed before. We'll make that a Work Session item and probably have a better discussion on it at that time. Mundle stated yeah, that's fine.

**6.0  
Adjourn**

**Harrington stated I'll make a motion to adjourn the meeting. Koller stated I'll second.** Mundle stated any discussion? All in favor say aye? **All in favor.** Mundle stated opposed? Hearing none motion passes. **Motion passes unanimously.**

Meeting adjourned at 6:09 p.m.

Submitted by:

Carla Wirth

*TimeSaver Off Site Secretarial, Inc.*