

City of East Bethel
Housing and Redevelopment Authority
April 6, 2011

The Housing and Redevelopment Authority (HRA) met on April 6, 2011 for a regular meeting at City Hall at 7:00 PM.

MEMBERS PRESENT: Bill Boyer Bob DeRoche Richard Lawrence
 Heidi Moegerle Steve Voss

ALSO PRESENT: Jack Davis, Interim City Administrator
 Mark Vierling, City Attorney
 Stephanie Hanson, City Planner

Call to Order Boyer called the meeting to order at 7:00 PM.

Adopt Agenda **Voss made a motion to adopt the April 6, 2011 Housing and Redevelopment Authority (HRA) meeting agenda. DeRoche seconded; all in favor, motion carries.**

Approve Minutes **Voss made a approve the January 19, 2011 HRA minutes. DeRoche seconded; all in favor, motion carries.**

Housing Action Plan Hanson explained on September 1, 2010, the HRA adopted Resolution 2010-06, a resolution electing to participate in the local Housing Incentives Account Program under the Metropolitan Livable Communities Act (MN Statutes sections 473.25 to 473.255). The Livable Communities Program is an incentive-based program for communities to address the region's affordable and lifecycle housing needs, clean-up polluted lands for jobs and tax base, achieve connected development patterns that link housing, jobs, and services, and maximize the development potential of existing infrastructure and regional facilities.

By participating in the Livable Communities Program, the city is eligible to apply for funding from any or all of the three LCA grant programs. The grant programs are the Tax Base Revitalization (TBR), Livable Communities Demonstration (LCD), and Local Housing Incentives (LHI). Planning staff has additional information on each of the grant programs at your request.

As part of participation in the program and to be eligible to apply for the grants, the City of East Bethel HRA must prepare a Housing Action Plan (HAP) identifying how the city will address its housing goals. In order to be able to apply for 2011 funds, the HAP must be submitted to the Metropolitan Council no later than June 30, 2011. If the HRA has no plans to submit for funds in 2011 then the HAP will need to be submitted by December 31, 2011 to qualify for 2012 funds. I have attached a copy of Woodbury's HAP as an example of what the plan entails (attachment #1). Some of the components include education and communication, funding sources and implementation tools, and implementation strategies.

Although the 2011 HRA budget has \$10,000 designated for consulting services for the HAP, staff is confident this project can be accomplished in house as the majority of the information will be used from the housing and land use components of the comprehensive plan. Metropolitan Council staff has also been assisting city staff in the development of the HAP. I have attached the Metropolitan LCA Housing Action Plan checklist for your review (attachment #2).

If HRA does not intend to apply for grants for fiscal year 2011, then staff would have an HAP draft completed for review at the July 6, 2011 HRA meeting; at which time, staff would present funding sources and implementation tools to consider as part of the HAP.

IF HRA intends to apply for grants for fiscal year 2011, staff recommends a work session be scheduled to review a draft of the HAP and to discuss funding sources and implementation tools.

Moegerle what is involved in applying for the funds. Hanson said she hasn't gone in and looked at the grant applications themselves, but she is assuming it takes longer than a week. Moegerle asked would it be possible to be ready to apply for one we could be proud of, or would it be too much of a rush. Hanson said we would have to have a project to apply for one. Voss asked is there urgency. He said he would like to take our time and get it done right. Boyer said in terms of a goal, he would think senior housing is our biggest need.

Voss said we already talked the fact that we don't have a project in hand, what type of funding can we expect out of a grant. Hanson said affordable project funding and clean up grants. Voss said but we have to have a specific project correct. Boyer asked didn't Ramsey fund their parking garage out of these funds. Hanson said she believes they did. She said she has been talking to Paul Burns at the Met Council and he said the Housing Action Plan doesn't need to be extravagant, some community's plans are short and some are extravagant, but one is not better than the other.

Voss made a motion to direct staff to prepare a Housing Action Plan (HAP) in house with the expectation that we will have this presented to us in July at our next HRA meeting. Hanson said we won't have the funding sources and tools in the plan; the HRA needs to decide on this. **DeRoche seconded.** Voss said so we won't have a workshop meeting in May. Hanson said we only needed to have a work meeting if we were going to move up the schedule on this and try to apply for grants this year. **All in favor, motion carries.**

Adjourn **DeRoche made a motion to adjourn the HRA meeting at 7:10 PM. Lawrence seconded; all in favor, motion carries.**

Attest:

Wendy Warren
Deputy City Clerk