

**City of East Bethel**  
**Housing and Redevelopment Authority**  
Regular Meeting – 6:45 p.m.  
Date: October 5, 2016



**Item**

- |         |   |
|---------|---|
| 6:45 PM | <b>1.0 Call to Order</b>                              |
| 6:45 PM | <b>2.0 Adopt Agenda</b>                               |
| 6:46 PM | <b>3.0 Approve Minutes – July 6, 2016 HRA Meeting</b> |
| 6:46 PM | <b>4.0 Staff and Council Reports</b>                  |
| 6:50 PM | <b>5.0 Adjourn</b>                                    |

**City of East Bethel**  
**Housing and Redevelopment Authority Meeting**  
July 20, 2016

The Housing and Redevelopment Authority (HRA) met on July 20, 2016, for a regular meeting at City Hall at 6:30 p.m.

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

MEMBERS EXCUSED:

ALSO PRESENT:                Jack Davis, City Administrator

**1.0**                      Mundle called the regular meeting to order at 6:30 p.m.

**Call to Order**

**2.0**                      **Harrington stated I'll make a motion to adopt tonight's meeting agenda. Koller stated I'll second. Mundle asked all in favor? All in favor. Mundle asked opposed? Motion carries. Motion passes unanimously.**

**Adopt  
Agenda**

**3.0**                      **Ronning stated I'll make a motion to approve the minutes from April 6, 2016. Voss stated I'll second. Mundle asked all in favor? All in favor. Mundle asked opposed? Motion carries. Motion passes unanimously.**

**Approve  
Minutes**

**4.0**                      Davis presented the staff report. The HRA account balance as of July 22, 2016 was \$723,135. The HRA Board previously approved that this fund would be used to finance the utilities portion of the Phase I Service Road Project. In addition to the HRA Funds, 2010 A & B Funds in amount that could be up to \$150,000 would also be available for this purpose. The remaining balance of these bond accounts can only be spent on infrastructure related to the project or could be used to pay down the interest on the 2014A or 2015A bond debt.

**HRA  
Budget  
Review and  
2017 Projects**

The preliminary estimate for the utilities for the Phase I project is \$790,000. It is recommended that the bond fund balance be applied to pay down this project before any HRA funds are committed. This would enable us to close out these two issuances and keep a remaining balance in our HRA account.

Other sources of income that could be derived from the Castle Towers Force Main and the Phase I Service Road Project are the potential sales of City owned and acquired property that have access to water and sewer service. These properties are the 10 acre site formerly occupied by wastewater treatment facility adjacent to and north of Whispering Aspens and a 7 acre site that will remain after the service road right of way is removed. Sales of these properties could potentially realize in excess of \$300,000 in revenue for the City to use for HRA activities or funds to leverage future utility extensions.

The proposed HRA Budget for 2017 is \$26,600. This amount is proposed to be levied and would primarily be used to support staff services for HRA matters. The proposed levy would reimburse the HRA Fund for these services in an amount equal to the transfer to the General Fund.

The main project and focus of the HRA for 2017 should be providing assistance for

and initiating the effort for a Senior Housing Project in the vicinity of the Phase I Service Road. This could be a topic for a more detailed discussion at the October 5, 2016 HRA Meeting.

4.0  
HRA 2017  
Budget

Voss stated that the HRA should consider increasing the HRA levy to begin to increase the HRA fund once the balance is spent down for utilities portion of the Phase I Service Road Project. Voss requested that staff provide information as to the effect on the 2017 budget of up to a \$50,000 increase in the HRA levy and present this to the City Council for the next budget discussion agenda.

After discussion and questions from Harrington as to the need for an increase for the 2017 Budget, the HRA directed Staff to provide the information requested Mr. Voss.

5.0  
Other

Mundle asked anything else for us Jack? Davis replied I have no reports under Other unless somebody else wishes to make any additional comments. Mundle asked if there were any additional comments?

Mundle stated if there's nothing else, I'll entertain a motion to adjourn.

6.0  
Adjourn

**Voss stated I'll make a motion to adjourn. Harrington stated I'll second.** Mundle asked all in favor? **All in favor.** Mundle asked opposed? Motion carries. **Motion passes unanimously.**

Meeting adjourned at 6:48 p.m.