

City of East Bethel
Housing and Redevelopment Authority

Regular Meeting – 6:30 p.m.

Date: January 18, 2017



Item

- | | |
|---------|--|
| 6:30 PM | 1.0 Call to Order |
| 6:31 PM | 2.0 Adopt Agenda |
| 6:32 PM | 3.0 Appointment of Officers, Resolution 2017-01 |
| 6:35 PM | 4.0 Resolution 2017-02, Setting Meeting Dates |
| 6:36 PM | 5.0 Resolution 2017-03, Designating Official Newspaper |
| 6:37 PM | 6.0 Resolution 2017-04, Designating Official Depositories |
| 6:38 PM | 7.0 Approve Minutes – October 5, 2016 HRA Meeting |
| 6:39 PM | 8.0 Senior Housing Project |
| 6:50 PM | 9.0 Adjourn |



City of East Bethel Housing & Redevelopment Authority Agenda Information

Date:

January 18, 2017

Agenda Item Number:

Item 3.0

Agenda Item:

Appointment of 2017 Officers

Requested Action:

Adopt Resolution 2017-01 Appointing 2017 HRA Officers

Background Information:

Per the HRA By-Laws, the Board is required to appoint HRA Officers at its annual meeting.

Section 2.2 Officers. The officers of the Authority shall consist of a Chairperson, Vice Chairperson, a Secretary and an Executive Director. The Chairperson, Vice Chairperson and Secretary shall be members of the Board and shall be appointed annually, and no Commissioner may serve as Chair and Vice-Chair at the same time.

The 2016 HRA Officers were:
Brian Mundle, Chairperson
Tom Ronning, Vice-Chairperson
Tim Harrington, Secretary

Fiscal Impact:

None at this time.

Recommendation:

Staff recommends that the Housing and Redevelopment Authority appoint a Chairperson, Vice-Chairperson and a Secretary and adopt Resolution 2017-01, designating the 2017 Officers for the 2017 HRA term.

Housing and Redevelopment Authority Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel Housing & Redevelopment Authority Agenda Information

Date:

January 18, 2017

Agenda Item Number:

Item 4.0

Agenda Item:

Resolution 2017-02, Setting Meeting Dates for 2017

Requested Action:

Consider adopting Resolution 2017-02 setting meeting dates for Housing and Redevelopment Authority Meetings.

Background Information:

Housing and Redevelopment Authority By-Laws require the HRA Board to hold an annual meeting preceding the second regular City Council meeting at 6:30 P.M. of the month of January in each year. The HRA must also hold regular meetings the first month of each quarter preceding the second regularly scheduled City Council Meeting, or at such other time as the Board may determine.

Attached is Resolution 2017-02 setting the HRA meeting dates for 2017.

Attachment:

1. Resolution 2017-02 Setting Housing and Redevelopment Authority Meeting Dates for 2017

Fiscal Impact:

None

Recommendation:

Staff recommends adoption of Resolution 2017-02, Setting the Meeting Dates for the Housing and Redevelopment Authority Meetings.

East Bethel Housing and Redevelopment Authority Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**HOUSING & REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2017-02

**RESOLUTION SETTING HOUSING AND REDEVELOPMENT AUTHORITY
MEETING DATES FOR 2017**

WHEREAS, the Housing and Redevelopment Board shall hold an annual meeting preceding the second regular City Council meeting date of the month of January in each year; and

WHEREAS, the Housing and Redevelopment Board shall hold regular meetings at least once the first month of each quarter preceding the first regularly scheduled City Council meeting, or at such other time as the Board may determine; and.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF EAST BETHEL, MINNESOTA THAT: the 2017 Meeting Schedule for the Housing and Redevelopment Authority meetings to be held at City Hall at 2241 221st Ave. NE is as follows:

Housing and Redevelopment Authority

January 18, 2017 – Annual Meeting

April 5, 2017 – Regular Meeting

July 19, 2017 – Regular Meeting

October 4, 2017 – Regular Meeting

Adopted this 18th day of January, 2017 by the Housing and Redevelopment Authority of the City of East Bethel.

HOUSING AND REDEVELOPMENT AUTHORITY

, Chairperson

ATTEST:

Jack Davis, City Administrator



City of East Bethel Housing & Redevelopment Authority Agenda Information

Date:

January 18, 2017

Agenda Item Number:

Item 5.0

Agenda Item:

Resolution 2017-03 Designating Official Newspaper

Requested Action:

Adopt Resolution 2017-03 designating the City Council Official Newspaper for 2017 as the Official Newspaper for the HRA.

Background Information:

State Statute requires that the East Bethel Housing and Redevelopment Authority publish its official notices in a newspaper that has general distribution throughout the City. The Housing and Redevelopment Authority is required to designate an official newspaper where legal notices will be published.

The Anoka County Union Herald meets the publication and circulation requirements and it is also the City of East Bethel’s official newspaper for 2017.

Attachments:

- 1. Resolution 2017-03 – Designating Official Newspaper

Fiscal Impact:

None at this time.

Recommendation(s):

Staff is recommending the Housing and Redevelopment Authority Board adopt Resolution 2017-03 designating the Anoka County Union Herald as the Official Newspaper for 2017.

Housing and Redevelopment Authority Action:

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**HOUSING & REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2017-03

**RESOLUTION DESIGNATING THE ANOKA COUNTY UNION HERALD
AS THE OFFICIAL NEWSPAPER FOR 2017**

WHEREAS, State Statute requires that the East Bethel Housing and Redevelopment Authority publish its official notices in a newspaper that has general distribution throughout the City; and

WHEREAS, Minnesota State Statute requires the Housing and Redevelopment Authority to designate an official newspaper where legal notices will be published; and

WHEREAS, State Statute requires that the official newspaper have a publication at least weekly; and

WHEREAS, the Anoka County Union meets the publication and circulation requirements for the East Bethel Housing and Redevelopment Authority.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF EAST BETHEL, MINNESOTA THAT: the Housing and Redevelopment Authority hereby designates the Anoka County Union Herald as the official newspaper for the City for 2017.

Adopted this 18th day of January, 2017 by the Housing and Redevelopment Authority of the City of East Bethel.

EAST BETHEL HOUSING AND REDEVELOPMENT AUTHORITY

, Chairperson

ATTEST:

Jack Davis
City Administrator



City of East Bethel Housing & Redevelopment Authority Agenda Information

Date:

January 18, 2017

Agenda Item Number:

Item 6.0

Agenda Item:

Resolution 2017-04 Designating Official Depository

Requested Action:

Consider adoption of Resolution 2017-04 designating the official depositories for the East Bethel Housing and Redevelopment Authority

Background Information:

Resolution 2017-04 recommends official depositories for East Bethel Housing and Redevelopment Authority funds. These agencies or institutions are the approved depositories for the City of East Bethel as adopted by the City Council on January 4, 2017.

Attachment:

- 1. Resolution 2017-04 – Designating Official Depository

Fiscal Impact:

None at this time.

Recommendation(s):

Staff is recommending the Housing and Redevelopment Authority Board adopt Resolution 2017-04 designating the official depositories for 2017.

East Bethel Housing and Redevelopment Authority Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____

**HOUSING & REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2017-04

RESOLUTION DESIGNATING OFFICIAL BANK DEPOSITORIES FOR 2017

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF EAST BETHEL, MINNESOTA THAT: the following entities are designated official depositories for the Housing and Redevelopment Authority in and for the City of East Bethel for 2017.

- Peoples Bank of Commerce
- 4M Fund
- Village Bank

Adopted this 18th day of January, 2017 by the Housing and Redevelopment Authority of the City of East Bethel.

EAST BETHEL HOUSING AND REDEVELOPMENT AUTHORITY

, Chairperson

ATTEST:

Jack Davis
City Administrator

City of East Bethel
Housing and Redevelopment Authority Meeting
October 5, 2016

The Housing and Redevelopment Authority (HRA) met on October 5, 2016, for a regular meeting at City Hall at 6:45 p.m.

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

MEMBERS EXCUSED: None

ALSO PRESENT: Jack Davis, City Administrator

1.0 Mundle called the regular meeting to order at 6:45 p.m.

Call to Order

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

**Adopt
Agenda**

3.0 **Voss stated I’ll make a motion to approve the minutes from July 20, 2016. Harrington 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. Staff has been in contact with Our Saviour’s Lutheran Church relating to the potential senior housing project they would like to pursue. A meeting will be set up with them in November. Any activity on the project will be reported at the January meeting.

**Staff and
Council
Reports**

There were no additional comments from Council.

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

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

Adjourn

Meeting adjourned at 6:47 p.m.

Submitted by:
Carrie Frost
Administrative Coordinator



City of East Bethel Housing & Redevelopment Authority Agenda Information

Date:

January 18, 2017

Agenda Item Number:

Item 8.0

Agenda Item:

Our Saviors Lutheran Church Senior Housing Project

Background Information:

Staff has scheduled a meeting with Our Saviors Lutheran Church (OSLC) on January 24, 2017 to continue the discussion of OSLC’s interest in attracting a developer for a senior housing project on the church campus.

Should the Church desire, this project could be expedited by a partnership, to be defined, with the City to promote and market this property as a senior housing site.

Attachment:

Fiscal Impact:

A certain amount of Staff time may be required for this effort. No expenditures of City funds are requested as part of this proposal.

Recommendation(s):

Staff is requesting that Council authorize an offer of technical and marketing assistance to the Church to facilitate this potential project.

East Bethel Housing and Redevelopment Authority Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____