

EAST BETHEL HOUSING AND REDEVELOPMENT AUTHORITY MEETING

APRIL 8, 2019

The East Bethel Housing and Redevelopment Authority met on April 8, 2019, at 6:30 p.m. for the Regular meeting at City Hall.

MEMBERS PRESENT: Steve Voss Tim Harrington Suzanne Erkel
Randy Plaisance Tom Ronning

ALSO PRESENT: Jack Davis, City Administrator
Pat Sweeney, City Attorney

1.0 Call to Order The April 8, 2019, Housing and Redevelopment Authority meeting was called to order by HRA Chair Plaisance at 6:30 p.m.

2.0 Adopt Agenda Voss stated I'll make a motion to adopt tonight's agenda. Harrington stated I'll second. Plaisance stated any discussion? All in favor say aye? All in favor. Plaisance stated any opposed? That motion passes. **Motion passes unanimously.**

3.0 Approve Minutes – January 21, 2019 HRA Meeting Harrington stated I'll make a motion to approve the January 21, 2019 minutes, as presented. Erkel stated I'll second. Plaisance stated any discussion? All in favor say aye? All in favor. Plaisance stated any opposed? That motion passes. **Motion passes unanimously.**

4.0 2020 HRA Preliminary Budget Davis presented the staff report indicating that per MN State Statute 469.033, subdivision 6, the East Bethel HRA must prepare and file a budget in accordance with the budget procedure of the City.

Davis stated the HRA approved a levy amount of \$56,600 for 2019 to reaffirm the legal status of the City HRA as a stand-alone Authority and to keep the HRA fund balance available for necessary projects. The HRA's staff services are funded by a transfer from the HRA account to the City General Fund to support the administrative duties and other responsibilities required of the HRA.

Davis noted the proposed 2020 Budget includes a transfer of \$29,000 to the City General Fund to support the City Administrator, Community Development Director, Finance Director, and Administrative Support Staff for HRA related work items. The maximum statutory levy for an HRA is 0.0185 percent of the previous year's estimated market value of all property in the City. In 2019 the estimated market value of all property in the City was \$1,139,951,000 which could produce a maximum levy of \$210,891 for 2020. The unaudited cash balance of the HRA Fund as of March 21, 2019 was \$105,050. The 2019 HRA Levy of \$ 56,600 will be received in equal installments in July and December of 2019. A \$100,000 transfer of HRA funds will be made to the 189th Avenue Project in June 2019. If no other HRA expenses are incurred through 2019, the projected HRA balance at the end of December 2019 would be \$61,650.

4.0 Davis stated the 2020 HRA Budget was discussed at the Finance Committee meeting on March 26, 2019. For the initial Budget request, staff recommended that the HRA consider approval of a levy increase of \$6,000 for a total request of \$62,600. This would be an 11% increase over the 2019 budget but is only 29% of the maximum levy that could be

approved. Projected 2020 Budget items are:

- General Fund Transfer for Staff Support Activities.....\$29,000
- Administrative and Legal..... \$ 1,600
- HRA Projects/Gap Financing.....\$32,000

Davis explained the HRA Levy is separate from and not part of the General Fund. As the HRA has no scheduled meetings until July 8, 2019, staff is seeking direction for the HRA portion of the preliminary 2020 City Budget.

Voss stated I'll make a motion to approve the 2020 HRA levy at \$62,600. Harrington stated I'll second. Plaisance stated any discussion?

Erkel noted that it outlines \$29,000 as a General Fund transfer for staff support activities and asked what kind of activities this would cover. Davis answered that it would be for any staff activities specifically related to the HRA, such as the 189th Avenue project.

Plaisance stated all in favor say aye? **All in favor.** Plaisance stated any opposed? That motion passes. **Motion passes unanimously.**

5.0 Housing Projects Update

Davis gave a brief update on the housing projects in the City. He noted that Cambria Hills is currently about a week ahead of schedule. He stated that the Cedar Creek Senior Assisted Living Project is also ahead of schedule and should be completed in February of 2020. He stated that Viking Preserve has had two building permits issued this year which are under construction. He stated that several more applications are expected once the road restrictions are removed.

Voss asked when the East Bethel Village Apartments were expected to be open. Davis stated that they are planning for October of 2019.

Voss asked who people should contact if they are interested in the senior living facility. Davis stated that people can contact City Hall and noted that they are in the process of finding out the process for taking applications for the units.

Plaisance asked if there was an anticipated date for when the road restrictions would be lifted. Davis stated that he anticipates they will still be in effect for at least the next 2 weeks.

6.0 Adjourn

Voss stated I'll make a motion to adjourn. Harrington stated I'll second. Plaisance stated any discussion? All in favor say aye? **All in favor.** Plaisance stated any opposed? Motion adjourned. **Motion passes unanimously.**

Meeting adjourned at 6:38 p.m.