

ANOKA COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
BOARD AGENDA

FOR THE APRIL 25, 2023 MEETING

10:15 A.M. or Immediately Following the
Board of Commissioners Public Comment Period
Whichever is Later

County Board Room #705
Anoka County Government Center

1. Chair calls meeting to order.
2. Trustees: Matt Look
Julie Braastad
Jeff Reinert
Scott Schulte
Mike Gamache
Julie Jeppson
Mandy Meisner

Others:
3. Chairs remarks.
- *4. Consider approving the minutes from the ACHRA board meeting of March 28, 2023. **See attached** minutes.
- *5. ACHRA Committee reports from April 11, and April 14, 2023.

*Requires ACHRA Board approval.

**ANOKA COUNTY HOUSING AND REDEVELOPMENT
AUTHORITY MEETING MINUTES**

Government Center
Board Room
Anoka, Minnesota

March 28, 2023

Trustees Present: Mike Gamache (Chair)
 Matt Look
 Julie Braastad
 Jeff Reinert
 Julie Jeppson
 Mandy Meisner

Absent: Scott Schulte

Others Present: Karen Skepper, ACHRA Executive Director; Rhonda Sivarajah, County Administrator; Dee Guthman, Deputy County Administrator; Renee Sande, Community Development Manager; David Pedersen, Assistant County Attorney; Linda Hedstrom, Community Development Program Assistant; Tina Pedersen, Administrative Assistant; and citizens

Chair Gamache called the meeting to order at 11:48 a.m.

* * * * *

Trustee Look made motion approving the ACHRA minutes from the board meetings of February 28, 2023. Trustee Jeppson seconded the motion. Motion carried.

* * * * *

At 11:50 a.m., Chair Gamache asked Assistant County Attorney David Pedersen to conduct a public hearing to obtain comments on housing, community, and economic development needs to assist with the development of Program Year 2023 Annual Action Plan including proposed CDBG and HOME Program funding.

Notice of publication (March 3, 2023) was made a part of the record indicating time and place for the public hearing pursuant to statute.

Community Development Manager Renee Sande presented information.

Inquiry was made of the people present as to whether there were any comments from the public. There was one written public comment submitted from Dana Koponen with Mediation and Restorative Services who requests funding to support their Housing Resource Navigator position.

Jennie Green with Alexandra House thanked the trustees for their continued support and gave an overview of how funds are used.

The public hearing was adjourned.

* * * * *

At 11:58 a.m., Chair Gamache asked Assistant County Attorney David Pedersen to conduct a public hearing to obtain comments from the public on housing, community, and economic development needs as related to amending the 2020-24 Consolidated Plan which includes adding the following:

- Under the goal of “Preserve and Improve Housing,” add “Acquisition for Rehab (14G) 8 housing units.”
- Under the goal of “Develop and Upgrade Public Facilities/Infrastructure,” add \$1 million in unallocated CDBG funding.
- Under the goal of “Facilities and Services for Homeless,” add \$1 million in unallocated CDBG funding.

Notice of publication (March 3, 2023) was made a part of the record indicating time and place for the public hearing pursuant to statute.

Community Development Manager Renee Sande presented information.

There were no written or public comments.

The public hearing was adjourned.

**

Trustee Look made motion approving the amendments to the 2020-24 Consolidated Plan to include the above housing, community and economic development needs. Trustee Braastad seconded the motion. Upon roll call vote, motion carried.

* * * * *

At 12:03 a.m., Chair Gamache asked Assistant County Attorney David Pedersen to conduct a public hearing to obtain comments from the public on the proposed substantial amendment to the Anoka County Program Year 2019 Action Plan to allocate \$65,000 in CDBG-CV (COVID-19) funds to Youthway Ministries to purchase equipment for Manna Market to convert to a grocery store concept.

Notice of publication (March 17, 2023) was made a part of the record indicating time and place for the public hearing pursuant to statute.

Community Development Manager Renee Sande presented information.

There were no written or public comments.

The public hearing was adjourned.

**

Trustee Look made motion approving the allocation of \$65,000 in CDBG-CV (COVID-19) funds to Youthway Ministries to purchase equipment for Manna Market to convert to a grocery store concept. Trustee Reinert seconded the motion. Upon roll call vote, motion carried.

* * * * *

Trustee Look made motion approving staff recommendations for Program Year 2023 Action Plan which includes Community Development Block Grant (CDBG) and HOME funding applications. Upon completion of a 30-day public comment period, this item will go to the May 9, 2023 county board meeting for final approval. Trustee Braastad seconded the motion. Upon roll call vote, motion carried.

* * * * *

Trustee Braastad made motion approving a request from the City of Ham Lake to use ACHRA funds in the amount of \$940 to assist with the 2023 Voluntary Cost Sharing Agreement between the City of Ham Lake and Anoka County Economic Development. Trustee Jeppson seconded the motion. Upon roll call vote, motion carried.

* * * * *

Trustee Meisner made motion approving a request from the City of Columbia Heights to use ACHRA funds in the amount of \$1,246 to assist with the 2023 Voluntary Cost Sharing Agreement between the City of Columbia Heights and Anoka County Economic Development. Trustee Jeppson seconded the motion. Upon roll call vote, motion carried.

* * * * *

The Anoka County Housing and Redevelopment Authority meeting adjourned at 12:14 p.m.

ATTEST:

**ANOKA COUNTY HOUSING AND
REDEVELOPMENT AUTHORITY**

By: _____
Jeff Reinert, its Secretary/Treasurer

By: _____
Mike Gamache, Chair

Motion carried means all trustees in attendance voted affirmatively unless otherwise noted.

ANOKA COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
MANAGEMENT COMMITTEE REPORT

FOR THE APRIL 25, 2023
HOUSING AND REDEVELOPMENT AUTHORITY MEETING

The Anoka County Housing and Redevelopment Authority (ACHRA) Management Committee meeting was held April 11, 2023, in Conference Room - #772, Anoka County Government Center, Anoka, Minnesota.

Present: **Committee Members** – Trustee Mike Gamache (Chair); Trustee Julie Jeppson; Trustee Jeff Reinert; and Trustee Mandy Meisner

Others — Karen Skepper, ACHRA Executive Director; Dee Guthman, Assistant ACHRA Executive Director; Cory Kampf, Chief Financial Officer; David Pedersen, Assistant County Attorney; Linda Hedstrom, Associate Community Development Specialist; and Tina Pedersen, Associate Administrative Assistant

Information Items

1. For informational purposes, at the request of Cory Kampf, Chief Financial Officer, the Lease Agreement (Contract #C0009898) with Bolt Law Firm located within the Anoka Law Center Building is postponed and will be an agenda item at a future ACHRA meeting.
2. For informational purposes, the committee postponed the item regarding the approval of two \$25,000 forgivable grants to the Anoka Technical College for a total amount of \$50,000 to purchase two basic machine trades pieces of equipment until April 14, 2023, when a special ACHRA Management Committee meeting will be held.

*Requires ACHRA Board Approval.

ANOKA COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
MANAGEMENT COMMITTEE REPORT

FOR THE APRIL 25, 2023
HOUSING AND REDEVELOPMENT AUTHORITY MEETING

The Anoka County Housing and Redevelopment Authority (ACHRA) Management Special Committee meeting was held April 14, 2023, in Conference Room - #772, Anoka County Government Center, Anoka, Minnesota.

Present: **Committee Members** – Trustee Mike Gamache (Chair); Trustee Julie Jeppson; Trustee Jeff Reinert; and Trustee Mandy Meisner

Others — Karen Skepper, ACHRA Executive Director; Dee Guthman, Assistant ACHRA Executive Director; David Pedersen, Assistant County Attorney; Linda Hedstrom, Associate Community Development Specialist; and Tina Pedersen, Associate Administrative Assistant

***Action Item**

1. The committee recommends approving two \$25,000 forgivable grants to the Anoka Technical College for a total amount of \$50,000 to purchase two basic machine trades pieces of equipment. **See attached** worksheet.

*Requires ACHRA Board Approval.



ANOKA COUNTY HRA ACTION ITEM

April 6, 2023

HRA

ACTION REQUESTED	Consider recommending approval of two \$25,000 forgivable grants to the Anoka Technical College for a total amount of \$50,000.
BACKGROUND	<p>The Anoka Technical College has requested the ACHRA consider funding for two \$25,000 forgivable grants totaling \$50,000. Funds would be used to purchase two basic machining trades pieces of equipment.</p> <p>The first \$25,000 forgivable loan would be used to purchase a Mazak Mill. This is a basic piece of equipment that is used by many Anoka County manufacturing companies. ATC has already secured \$54,000 in funding for this machine. It is expected at the upcoming Connect the Dots fundraiser the remaining balance of \$16,000 will be raised allowing the Mazak Mill to be fully funded.</p> <p>The second \$25,000 forgivable loan would be used to leverage donor gifts to purchase a Mazak Quick Turn Lathe. This is also a piece of equipment that all machining students will need to know how to operate if they stay in the machine trades field. The total cost of this machine is \$134,000.</p> <p>If approved, the loans will be reduced by \$5,000 for every 50 students trained on the machines. Using this method, students have an opportunity to be trained on the same machines they will use once they move into the job market. Machine shops located in Anoka County benefit by having students leave school with the knowledge needed to start the job without extensive training on machines on the work floor.</p>
SUPPORTING DOCUMENTATION	
FUNDING SOURCE	Anoka County Housing and Redevelopment administrative funds would be used to fund the loans.