

ANOKA COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
BOARD AGENDA

FOR THE OCTOBER 24, 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. Approval of minutes from the ACHRA board meeting of September 26, 2023. **See attached** minutes.
4. Chair's remarks.
5. Consider recommending an increase in the Agricultural Best Management Practices (AgBMP) application fee from \$200 to \$250 collected for processing AgBMP well/septic loan applications. If approved, this item will move forward to Finance and Central Services for inclusion in the upcoming fee review public hearing. **See attached** worksheet.
6. For informational purposes, the November 14, 2023 ACHRA Board meeting will include a public hearing to receive comments on a proposed amendment to Program Year 2023 Action Plan.

The next item on the agenda is to discuss a pending real estate transaction. The Anoka County Housing and Redevelopment board members will enter into a closed session pursuant to the provisions of Minnesota Statutes, Section 13D.05, Subdivision 3(c) to consider and develop offers or counteroffers for the purchase of the real property.
7. Consider authorizing the chair and the executive director to sign a purchase agreement for the purchase of real property located at 1515 44th Avenue NE, Columbia Heights, subject to the ACHRA Board of Trustees final approval of the transaction prior to closing.
8. Adjourn.

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

Government Center
Board Room
Anoka, Minnesota

September 26, 2023

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

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

Chair Gamache called the meeting to order at 11:45 a.m.

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Trustee Schulte made motion approving the minutes from the ACHRA board meetings held on August 22, 2023 and September 12, 2023. Trustee Braastad seconded the motion. Motion carried unanimously.

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Karen Skepper, Anoka County Housing and Redevelopment Authority Executive Director, presented to the trustees a review of the successful 2023 3M Open Golf Tournament and thanked them for their involvement.

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At 11:57 a.m., Chair Gamache asked Assistant County Attorney David Pedersen to conduct a public hearing to obtain comments on the Program Year 2022 Anoka County Consolidated Annual Performance and Evaluation Report (CAPER.)

Notice of publication (September 1, 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 oral comments received from the public.

Assistant County Attorney Pedersen closed the public hearing at 11:59 a.m.

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Trustee Look made motion approving the submission of the Program Year 2022 Anoka County Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. Trustee Meisner seconded the motion. Motion carried unanimously.

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Trustee Jeppson offered the following resolution and moved its adoption:

RESOLUTION #2023-04

**ADOPTION OF THE PROPOSED BUDGET AND
SPECIAL BENEFIT TAX LEVY FOR 2024**

WHEREAS, the Anoka County Housing and Redevelopment Authority (ACHRA) was created by the Anoka County Board of Commissioners pursuant to special legislation enacted in 1978, such legislation being Laws of Minnesota, 1978, Ch. 465; and,

WHEREAS, pursuant to such special legislation, the ACHRA was granted all the powers and duties of a housing and redevelopment authority under the Municipal Housing and Redevelopment Authorities Act, Minn. Stat. §§469.001 through 469.1081, including the authority to levy and collect a special benefit tax on property located within the area of operation of the ACHRA; and,

WHEREAS, the ACHRA was granted economic development authority powers by the Anoka County Board of Commissioners pursuant to Minn. Stat. §469.1082, including the authority to levy and collect a special benefit tax on property located within the area of operation of the ACHRA; and,

WHEREAS, on September 26, 2023, the ACHRA adopted a proposed budget and levy for 2024; and,

WHEREAS, the 2024 budget, as recommended, provides the basis of the proposed special benefit tax levy.

NOW, THEREFORE, BE IT RESOLVED that, for the purposes of the 2024 tax levy, the area of operation and the taxing district of the ACHRA for Economic Development Activities include the cities and townships of Bethel, Centerville, Columbia Heights, Columbus, Ham Lake, Hilltop, Lexington, Linwood, Nowthen, Oak Grove, Spring Lake Park, St. Francis and Ramsey.

BE IT FURTHER RESOLVED that the Board of Trustees of the ACHRA hereby adopts a proposed 2024 special benefit tax levy in the amount of \$2,961,905 to be certified in accordance with Minn. Stat. §§469.033, subd. 6 and 275.07.

BE IT FINALLY RESOLVED that a certified copy of this resolution is forwarded to the Anoka County Division Manager of Property Records and Taxation on or before September 30, 2023.

Upon roll call vote, motion carried unanimously. Resolution declared adopted.

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Chair Gamache presented the Anoka County Housing and Redevelopment Authority Management Committee report from the meeting of September 12, 2023.

1. Trustee Schulte made motion authorizing the chair or executive director to execute a contract with SACA (Southern Anoka Community Assistance) for Anoka County to provide/conduct environmental review services related to a HUD-funded project for SACA. Trustee Reinert seconded the motion. Motion carried unanimously.
2. Trustee Meisner made motion approving the use of HRA funds in the amount of \$780,000 for the City of Columbia Heights to purchase two buildings on Central Avenue. Trustee Jeppson seconded the motion. Upon roll call vote, motion carried unanimously.

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The Anoka County Housing and Redevelopment Authority meeting adjourned at 12:05 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 HRA ACTION ITEM

October 24, 2023

ACTION REQUESTED	<p>Consider recommending an increase in the Agricultural Best Management Practices (AgBMP) application fee from \$200 to \$250 collected for processing AgBMP Well / Septic Loan applications. If approved by the full ACHRA Board of Trustees, this item will be forwarded to Finance and Central Services for inclusion in the upcoming Fee Review Public Hearing.</p>
BACKGROUND	<p>A cost analysis was conducted by the ACHRA. Staff recommends increasing the loan application fee to from \$200 to \$250 to cover property tax lien recording fees along with staffing and other costs to administer this loan program.</p> <p>Agricultural Best Management Practices (AgBMP) is a water quality program that provides low interest loans to property owners. The program's purpose is to improve water quality. Funds are ONLY allocated to approved projects that fix water quality issues.</p> <p>The AgBMP loan program provides financing on qualified projects to property owners and is paid back through a special assessment on property taxes. These low interest loans make it more affordable to implement practices to correct water quality problems.</p>
FUNDING SOURCE	<p>The AgBMP Loan Program is funded by the Minnesota State Legislature, the Minnesota Public Facilities Authority, and the U.S Environmental Protection Agency and is administered through the Minnesota Department of Agriculture.</p> <p>The ACHRA is permitted to charge an application fee and collect interest on the loans to offset staffing and other costs associated with administering the program.</p>