

The Anoka County Housing and Redevelopment Authority will hold their regularly scheduled board meeting in Room #705 of the Anoka County Government Center. All members of the board will be present. However, due to the applicable Governor's Emergency Executive Orders, and a determination by the board chair that public attendance is not feasible due to the health pandemic, members of the public will not be allowed to attend this meeting in person. Public members may monitor this meeting through the internet at <https://www.anokacounty.us/1430/Watch-Board-Meetings-Online> or by calling 763-324-4704 24 hours in advance of the meeting time to arrange for telephonic access. Public monitoring in this manner is done pursuant to Minn. Stat. 13D.021.

ANOKA COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
SPECIAL BOARD AGENDA

FOR THE OCTOBER 13, 2020 MEETING

10:15 A.M. or Immediately Following the
Anoka County Board Meeting
Whichever is Later

County Board Room #705
Anoka County Government Center

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

Others:
3. Chairs remarks.
- *4. Consider approving the minutes from the ACHRA Board Meeting of September 22, 2020. **See attached** minutes.
- **5. **Public Hearing** – to offer the public an opportunity to comment on proposed substantial amendments to the Anoka County portions of the Dakota County Consortium 2019 Program Year Action Plan. **See attached** Anoka County HRA Combined Notice of Public Hearing and Comment.
- *6. Consider authorizing the chair to sign the 2020 HOME Sub-Recipient Agreement between Anoka County and the Dakota County Community Development Agency. **See attached** worksheet.
- *7. Consider approving three amendments to the HOME Investment Partnerships Program 2016, 2017, and 2018, and 2020 Fiscal Year Action Plan. **See attached** Notice of Public Comment Period.
- *8. Consider approving a new lease agreement (Contract #C0008277) with Dr. Mark Kleiman, Forensic and Clinical Psychologist to provide services at the Anoka Courthouse Commons Building (Jackson Street Properties) to clients of the Anoka County Courts and Anoka County Corrections, at a rate of \$275 per month, subject to review by the county attorney as to form and legality. **See attached** worksheet.
- *9. Consider approving the Analysis of Impediments to Fair Housing Choice. **See attached** worksheet.

10. For informational purposes, the CDBG-CV Public Service funding applications will be available October 19, 2020.
11. Other.

* Requires ACHRA Board approval.

** *Persons wishing to comment during the public hearing are advised to contact Tina Pedersen at tina.pedersen@co.anoka.mn.us or 763-324-4607 by 3:00 p.m., Monday, October 12 to arrange for telephonic or video conference access.*

The Anoka County Housing and Redevelopment Authority held their regularly scheduled board meeting in Room #705 of the Anoka County Government Center. All members of the authority were present. However, due to the Governor's Emergency Executive Order 20-33, and a determination by the authority chair that public attendance is not feasible due to the health pandemic, members of the public were not allowed to attend this meeting in person. Public members were able to monitor this meeting through the internet at <https://www.anokacounty.us/1430/Watch-Board-Meetings-Online> or by calling 763-324-4704 24 hours in advance of the meeting time to arrange for telephonic access. Public monitoring in this manner was done pursuant to Minn. Stat. 13D.021.th

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

Government Center
Board Room
Anoka, Minnesota

September 22, 2020

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

Others Present: Karen Skepper, Housing and Redevelopment Authority Executive Director;
Tony Palumbo, County Attorney; Rhonda Sivarajah, County Administrator;
Dee Guthman Housing and Redevelopment Authority Assistant Executive
Director; Linda Hedstrom, Community Development Program Assistant; and
Tina Pedersen, Principal Administrative Secretary

Chair Schulte called the meeting to order at 11:22 a.m.

Trustee Look made motion approving the ACHRA minutes from August 25, 2020. Trustee West seconded the motion. Motion carried.

At 11:45 a.m., County Attorney Palumbo opened a public hearing to obtain comments on the Twin Cities' draft Regional Analysis of Impediments to Fair Housing Choice. The public hearing notice was published in the Anoka County Union on August 28, 2020.

County Attorney Palumbo called on ACHRA Executive Director Karen Skepper to provide information. Karen introduced Sarah Carthen Watson, Associate Counsel with Lawyers' Committee for Civil Rights, who was hired by the regional group to assist with the development of this plan. At the conclusion of Sarah's presentation, Attorney Palumbo invited the public to give comments via WebEx and asked if there were any comments received via telephone or in writing. No comments were received via video conference access or by telephone and one written comment was received from Metropolitan Interfaith Council on Affordable Housing (MICAH). Karen summarized the comments (on file in the Community Development department) from MICAH to the ACHRA Board. County Attorney Palumbo closed the public hearing at 11:49 a.m.

Trustee Reinert made motion to accept the report and to consider approval of the Analysis of Impediments to Fair Housing Choice at a special Anoka County Housing and Redevelopment Authority Board meeting on October 13, 2020. Trustee Gamache seconded the motion. Motion carried.

At 12:05 p.m., County Attorney Palumbo opened a public hearing to obtain comments on the 2019 Consolidated Annual Performance and Evaluation Report (CAPER) in meeting the housing, community and economic development needs as outlined in the Anoka County portion of the 2019 Dakota County Consortium Action Plan. The public notice was published in the Anoka County Union on August 28, 2020.

County Attorney Palumbo called on Community Development Manager Renee Sande to provide information, after which time County Attorney Palumbo invited the public to give comment via WebEx.

There were no comments from the public. County Attorney Palumbo closed the public hearing at 12:08 p.m.

Trustee Schulte presented the ACHRA Management Committee report from the meeting of September 8, 2020.

1. Trustee Look offered the following resolution and moved its adoption:

RESOLUTION #2020-02

**ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY
ADOPTION OF THE PROPOSED BUDGET AND
SPECIAL BENEFIT TAX LEVY FOR 2021**

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 Authority, 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 22, 2020, the ACHRA adopted a proposed budget and levy for 2021; and,

WHEREAS, the 2021 budget, as recommended, provides the basis of the proposed special benefit tax levy as shown in Exhibit A:

NOW, THEREFORE, BE IT RESOLVED that, for the purposes of the 2021 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 2021 special benefit tax levy in the amount of \$2,107,649 to be certified in accordance with Minn. Stat. §§469.033, subd. 6 and 275.07.

BE IT FINALLY RESOLVED that the ACHRA approves the proposed 2021 operating budget as shown in Exhibit A. (Exhibit A is on file in County Administration.)

Motion carried. Resolution declared adopted.

2. Trustee Braastad made motion approving the renewal of insurance premiums through September 1, 2021 in the amount of \$97,075 for the senior buildings and additional commercial buildings acquired by the HRA from Anoka County. Trustee Reinert seconded the motion. Upon roll call vote, motion carried unanimously.

Trustee Reinert made motion to approve an amendment to a lease agreement with Tenere Home Care Services, LLC, Contract #C0005100, to add a second room to provide tutoring services related to social distance learning due to the COVID-19 pandemic, at a rate of \$275 per month, subject to review by the county attorney as to form and legality. Trustee Meisner seconded the motion. Upon roll call vote, motion carried unanimously.

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

ATTEST:

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY

By: _____
Mike Gamache, its Secretary/Treasurer

By: _____
Scott Schulte, Chair

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

ANOKA COUNTY HRA COMBINED NOTICE OF PUBLIC HEARING AND COMMENT

Notice is hereby given that the Anoka County Housing and Redevelopment Authority (ACHRA) will meet on October 13, 2020 at 10:30 a.m., or immediately following the Anoka County Regional Railroad Authority Board meeting, whichever is later, for a special ACHRA Board Meeting which includes conducting a public hearing at the Anoka County Government Center, 2100 Third Avenue, Room 705, Anoka, MN. The purpose of this public hearing is to offer the public an opportunity to comment on proposed substantial amendments to the Anoka County portions of the Dakota County Consortium 2019 Program Year (PY) Action Plan as detailed below.

In accordance with the Citizen Participation Plan, a special waiver was granted for 5-day public comment period for the proposed substantial amendments PY19 Action Plan. Notice is hereby given that Monday, October 5, 2020 represents the beginning of a 5-day public comment period during which citizens may make comments on proposed substantial amendments to the Anoka County portions of the Dakota County Consortium 2019 Program Year (PY) Action Plan.

Under the Coronavirus Aid, Relief and Economic Impact Act (CARES Act) Anoka County was awarded additional funds of \$1,353,920. The CDBG-CV3 funds must be used for COVID prevention, response and recovery. Anticipated uses of funds include, but are not limited to, rental assistance, business assistance, mental health services, food assistance, and other COVID-related community needs.

The ACHRA proposes the following substantial amendments to the PY19 Action Plan: Anoka County \$270,784 (CDBG-CV3) for program administration and planning; Anoka County \$270,784 (CDBG-CV3) to provide rental assistance as a result of the coronavirus; Anoka County \$270,784 (CDBG-CV3) to provide business assistance as a result of the coronavirus; Anoka County \$270,784 (CDBG-CV3) to provide mental health services as a result of the coronavirus; Anoka County \$270,784 (CDBG-CV3) to provide food assistance as a result of the coronavirus.

Persons seeking additional information on the proposed substantial amendments, persons submitting written comments, and/or persons wanting to participate in the Public Hearing should contact Renee Sande at Community and Government Relations, Anoka County, 2100 Third Avenue, Suite 700, Anoka, MN. Telephone 763-324-4613; Fax: 763-324-5490, or email Renee.Sande@co.anoka.mn.us prior to 4:30 pm on Monday, October 12, 2020. Public comments must be submitted in writing.



Dee Guthman
ACHRA Assistant Executive Director



Assistant County Attorney



ANOKA COUNTY HRA ACTION ITEM

October 13, 2020

ACTION REQUESTED	Consider the ACHRA Board of Trustees authorize the chair to sign the 2020 HOME Sub-Recipient Agreement between Anoka County and the Dakota County Community Development Agency.
BACKGROUND	The 2020 HOME Sub-Recipient Agreement between Dakota County CDA and Anoka County to be executed as a condition to sub-grant HOME funds.
SUPPORTING DOCUMENTATION	2020 HOME Program Sub-Recipient Agreement (Dakota County Community Development Agency and County of Anoka)
FUNDING SOURCE	N/A

NOTICE OF PUBLIC COMMENT PERIOD

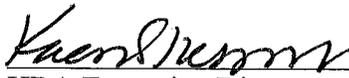
Notice is hereby given that the Anoka County Housing and Redevelopment Authority (HRA) is offering citizens the opportunity to make comments for 30 days on the proposed amendments to the HOME Investment Partnerships Program 2016, 2017, and 2018 Fiscal Year Action Plan.

Amendment 1 - Anoka County is amending the YMCA Tenant Based Rental Assistance activity from program year 2020 to program years 2016 and 2017 in the amount of \$9,551.94 and \$14,448.06, respectively. Available HOME funds in those program years are to be allocated to this activity up to \$24,000 for the purpose of providing rental subsidies to low-income youth & families who are homeless or at risk of homelessness. HOME funds from program year 2020 had previously been approved for the total project at \$24,000.

Amendment 2 - Anoka County is amending the 2020 Scattered Site Acquisition of two sites for Twin Cities Habitat for Humanity from program year 2020 to program years 2017 and 2018 in the amount of \$104,318.43 and \$35,681.57, respectively. Available HOME funds in those program years are to be allocated to this activity up to \$140,000 for the purpose of acquiring and rehabilitating 2 housing sites in Anoka County, offsetting acquisition costs. Homes will be sold to income-qualified buyers. HOME funds from program year 2020 had previously been approved for the total project at \$140,000.

Amendment 3 - Anoka County is amending the 2020 Action Plan to remove the YMCA Tenant Based Rental Assistance activity and Twin Cities Habitat for Humanity for Scattered Site Acquisition, as the projects will be funded using 2016, 2017, and 2018 program year funds.

If there are any questions regarding this amendment, please call Rachel Finazzo Doll, Community Development Program Lead, at the Anoka County Community Development Department (763) 324-4616. Comments must be submitted in writing to the Anoka County Community Development Department, Anoka County Government Center, 2100 3rd Avenue, STE 700, Anoka, MN 55303-5024. Comments will be accepted until 4:30 pm on October 26, 2020.


HRA Executive Director


Assistant County Attorney

PUBLISH IN:

Anoka County Union

Friday, September 25, 2020



ANOKA COUNTY HRA

ACTION ITEM

October 13, 2020

ACTION REQUESTED	Consider Recommending the Anoka County Housing and Redevelopment Authority Approve A Lease Agreement (Contract # C0008277) with Dr. Mark Kleiman located within the Anoka Courthouse Commons Building, 403 Jackson St, Anoka MN 55303 (known as part of Jackson Street Properties).
BACKGROUND	Dr. Kleiman currently is a Forensic and Clinical Psychologist that currently provides services to clients of the Anoka Courts and Anoka County Corrections (Lino Lakes Campus). He has expressed the need to have an office nearby the Anoka County Courts and was referred to discuss the possibility of using some space at Jackson Street Properties.
SOLUTIONS	Staff has identified a room on 1 st floor, known as Suite 107, that is available and ready to occupy. The Tenant has reviewed the space and is very excited about the opportunity.
CONCLUSION	<p>The Lease Agreement is for Suite 107 with approximately 200 square feet of rentable space at a lease rate of \$16.50 per square foot, or \$3,300 annually (\$275 per month).</p> <p>This is the same rate that we recently charged another Tenant in a similar size space.</p>
RECOMMENDATIONS	Consider Recommending the Anoka County Housing and Redevelopment Authority Approve A Lease Agreement (Contract # C0008277) with Dr. Mark Kleiman located within the Anoka Courthouse Commons Building, 403 Jackson St, Anoka MN 55303 (known as part of Jackson Street Properties).
FUNDING	This action will provide additional rent revenue to the Jackson Street Properties Fund.



ANOKA COUNTY HRA ACTION ITEM

October 1, 2020

ACTION REQUESTED	Consider recommending the Anoka County Housing and Redevelopment Authority approve the 2020 Regional Analysis of Impediments to Fair Housing Choice.
BACKGROUND	<p>To be eligible to receive funding from the Department of Housing and Urban Development programs (CDBG and HOME) each participating jurisdiction must certify that there is a planning tool, currently the Analysis of Impediments to Fair Housing Choice, that has been approved by the jurisdiction. The HRA took public comments at the last board meeting. The document has been posted on the Community Development webpage for the past 45 days. The next step is for the HRA to approve the document and notify Dakota County Community Development Agency so that a consortium public hearing can be held. This will then allow each jurisdiction to be following fair housing law.</p> <p>Each year Anoka County HRA, as part of the regular funding cycle, will identify activities from the Analysis of Impediments to Fair Housing Choice to undertake during the program year.</p>
FUNDING SOURCE	Federal CDBG administrative funds were used to update the Analysis to Fair Housing Choice.