May 5, 2016
HRA Meeting
Regular Meeting Agenda
7:00 p.m.

Call to order

Roll call.

Action Items

1. Approval of Expenditures
2. Approval of March 3, 2016 Meeting Minutes

Informational Items

1. Municipal Center Update
2. Fridley Job Fair Update
3. Housing Program Update

Adjournment

City of Fridley, MN

Check Report

By Check Number

Date Range: 03/21/2016 - 03/29/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-HRA-APBNK-HRA						
hra-623	FRIDLEY, CITY OF	03/23/2016	Regular	0.00	61.45	29873
hra-1113	MONROE MOXNESS BERG PA	03/29/2016	Regular	0.00	2,012.80	29874
hra-306	CASTLEVISIONS	03/29/2016	Regular	0.00	3,799.20	29875
hra-311	CENTER FOR ENERGY & ENVIRONMENT	03/29/2016	Regular	0.00	25,525.00	29876

Bank Code APBNK-HRA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	31,398.45
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	**4**	**0.00**	**31,398.45**

City of Fridley, MN

Check Report

By Check Number

Date Range: 04/01/2016 - 04/08/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-HRA-APBNK-HRA						
hra-623	FRIDLEY, CITY OF	04/06/2016	Regular	0.00	65.70	29877
hra-112	ANOKA, COUNTY OF	04/08/2016	Regular	0.00	1,471.81	29878
hra-220	BRAUN INTERTEC CORPORATION	04/08/2016	Regular	0.00	807.60	29879

Bank Code APBNK-HRA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	3	0.00	2,345.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	**3**	**0.00**	**2,345.11**

City of Fridley, MN

Check Report

By Check Number

Date Range: 04/11/2016 - 04/21/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-HRA-APBNK-HRA						
hra-1113	MONROE MOXNESS BERG PA	04/21/2016	Regular	0.00	700.00	29880
hra-238	BUST OUT SOLUTIONS	04/21/2016	Regular	0.00	52.45	29881
hra-311	CENTER FOR ENERGY & ENVIRONMENT	04/21/2016	Regular	0.00	39,797.99	29882
hra-623	FRIDLEY, CITY OF	04/21/2016	Regular	0.00	61.45	29883

Bank Code APBNK-HRA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	40,611.89
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	**4**	**0.00**	**40,611.89**

CITY OF FRIDLEY
HOUSING AND REDEVELOPMENT AUTHORITY COMMISSION
March 3, 2016

CALL TO ORDER:

Chairperson Pro Tem Gabel called the HRA Meeting to order at 7:02 p.m.

ROLL CALL:

MEMBERS PRESENT:	William Holm Pat Gabel Stephen Eggert Gordon Backlund
MEMBERS ABSENT:	Lawrence Commers
OTHERS PRESENT:	Paul Bolin, HRA Assistant Executive Director Wally Wysopal, City Manager Paul Hyde, Hyde Development

ACTION ITEMS:

1. **Approval of Expenditures**

   MOTION by Commissioner Holm to approve the expenditures as presented. Seconded by Commissioner Backlund.

   UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON PRO TEM GABEL DECLARED THE MOTION CARRIED UNANIMOUSLY

2. **Approval of February 4, 2016 Meeting Minutes**

   MOTION by Commissioner Eggert to approve the minutes as presented. Seconded by Commissioner Backlund.

   UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON PRO TEM GABEL DECLARED THE MOTION CARRIED UNANIMOUSLY

3. **Approval of Resolution Supporting MCRLF Application – Northern Stacks**

   Paul Bolin, HRA Assistant Executive Director, stated that MCRLF is a State of Minnesota Department of Employment and Economic Development (DEED) Cleanup Revolving Loan Fund. This program allows developers to apply directly to DEED for loan funds. Mr. Hyde and his project meet the requirements for eligibility for the loan program. All appropriate inquiries have been completed. Mr, Hyde owns the property and has a response action plan in place approved by MPCA. Mr. Hyde is not responsible for the contamination and has the ability to repay the loan. Loan dollars need to be spent on cleanup that has been identified in the response action plan (RAP). Funds can be spent on contaminated soils, installing vapor

barriers and treating ground water, asbestos abatement, environmental consulting fees and demolition. This loan process takes about 90 days for approval. Rates and terms are negotiable. There is a public comment period for each loan project and in last Friday's paper DEED published a notice in the Focus regarding this project for public comment through March 28. Information can be found on the internet and a printed copy is here at City Hall. Staff recommends approval of a resolution supporting the Hyde development efforts to obtain a low interest loan financing through Minnesota DEED MCRLF program.

Chairperson Pro Tem Gabel asked how many pages the RAP was.

Mr. Bolin replied that it is about 5" thick plus a cd because not all of it can be printed.

Paul Hyde, Hyde Development, noted that this development area is divided into 4 phases. Phase 1 is the southern 30 acres and the Northern Stacks was completed in January 2015 and has two tenants; the rest is over ½ full and it is anticipated that it will be 100% filled in the next 30-45 days. The cleanup implementation report has been approved by the MPCA and the 1st certificate of completion for that site has been received. The 2nd building in phase 1 is a 135,000 sq. ft. office building that will start construction as soon as it warms up and will be completed by the end of the 2nd or 3rd quarter of 2016. There is great activity on this space and a positive momentum on the work completed to date. Once that building is filled up a cleanup report will be submitted the 1st quarter of 2017 and the completion report received the 2nd quarter 2017.

Mr. Hyde said that the BAE building is phase 2 which is finished and the lease started in December. The area that is subject of this loan application is phase 3 of this development; the area between northern stacks 1-2 and the BAE building. All the steel has been recycled and hauled off site. This project is fully funded with grant applications for the 3rd phase of the cleanup to begin mid-April. Mr. Hyde hopes to use the low interest loan program to fund part of the cleanup and redevelopment activity costs that will be repaid through tax increment that's been collected.

Mr. Hyde said that they plan to start another building in 2016-2017 on the phase 3 site. The last 30 acres on this site is phase 4 and they plan to start investigating the area this summer and apply for grants in November of 2016 for clean up to take place next year. There will be another ground breaking ribbon cutting ceremony this spring/summer.

Chairperson Pro Tem Gabel asked about the plating room and cleanup of that area.

Mr. Hyde replied that is in the phase to be cleaned up this summer. The US Navy is doing additional work on their own, and with their own dollars, as a result of the building being demolished. This could reduce their long term costs. BAE has also spent funds on their paint shop soils in phase 3.

Commissioner Holm drove by the area today and noted that a lot of cleanup has been done in the last 6 mos. He asked if there was still part of main building to be demolished.

Mr. Hyde replied that what's left of main building is the floor to come up this summer and there are also three smaller out buildings. The boiler room which designs are being worked on to rent out this space to an art studio or bike shop; and two other buildings which are the

electrical station and the Navy's ground mediation system. These buildings will stay but will be cleaned up to match the rest of the project. The only other building on site is the long skinny metal building that will come down in phase 4.

Commissioner Backlund asked if the plating material would be removed or encapsulated when the floor is removed.

Mr. Hyde replied that when the floor is removed they will address any impacted soils and treat according to industrial standards. Once the soils are treated they will be placed under the parking lot. If the soil can't get to industrial standards it will be hauled offsite.

Commissioner Backlund asked how the soils would be treated.

Mr. Hyde replied that they are still working on how to treat the soils. Most of it will dissipate into the air but they will figure out the details this summer.

Commissioner Backlund asked if there were heavy metals in the soil.

Mr. Hyde replied that the soil is less impacted than what they thought with heavy metals.

Commissioner Backlund asked about the asbestos; if it's mainly in the boiler room.

Mr. Hyde replied that all the asbestos is gone; that was removed last spring.

Commissioner Eggert noted that there will be some modifications to the traffic control on East River Road; he asked when that would happen.

Mr. Hyde replied that with the guidance from staff they received final approvals for the relocation of the traffic light. The old traffic light will be removed and a new one installed by August of this year.

MOTION by Commissioner Holm to approve the Resolution Supporting MCRLF Northern Stacks. Seconded by Commissioner Eggert.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON PRO TEM GABEL DECLARED THE MOTION CARRIED UNANIMOUSLY

4. 2016 Mowing Contract

Paul Bolin, HRA Assistant Executive Director, stated that like any other property owner in the city we are required to maintain our properties. Since 2011 the HRA has contracted with Passau Inc. Land Care to do the mowing on our properties. In 2011 an extensive bidding process was completed and Passau Inc. were the lowest bidders. In 2013 staff did another bidding process with the Planning Department and Passau Inc. was the lowest bidder again. The contract can be extended if there are no changes in price. Passau Inc. would like to continue through the 2016 season with the same prices charged since 2013. Over the past few years a number of properties have been sold off so there has been a decrease in the mowing expenses. This year there are 7 properties to be mowed. In 2014 mowing all the

properties one time cost $1,000 per cycle, last year was $750 and this year will be $540 per mowing cycle.

Commissioner Holm asked if the mowing would be expanded because of Columbia Arena.

Mr. Bolin replied that last year part of the arena was mowed but this year, Public Works plans to take over the mowing. That grass will be left a little taller so people don't think this area is an extension of the park. Signs will be put up to warn people it may be dangerous or unsafe to play/walk in that area.

MOTION by Commissioner Eggert to approve the 2016 Mowing Contract with Passau Inc. Land Care. Seconded by Commissioner Holm.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON PRO TEM GABEL DECLARED THE MOTION CARRIED UNANIMOUSLY

HOUSING PROGRAM UPDATE

Paul Bolin, HRA Assistant Executive Director, reported that one loan closed last month making a total of one year-to-date. A number of contacts were made at the Home and Garden Show and a post card is going out to residents to promote these programs. Also word will be going out to realtors now that they can borrow up to 115% of the loan so homeowners can do repair or upgrades to the home when they purchase. The city now has a full time communications staff person with good ideas on how to get word out through Twitter and Facebook. There were no remodel visits in February and there were five Home Energy Squad visits in February.

ADJOURNMENT

MOTION by Commissioner Backlund to adjourn. Seconded by Commissioner Holm.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIRPERSON PRO TEM GABEL DECLARED THE MOTION CARRIED UNANIMOUSLY AND THE MEETING ADJOURNED AT 7:31 P.M.

Respectfully Submitted,

Krista Peterson, Recording Secretary

INFORMATIONAL ITEM
HRA MEETING
MAY 5, 2016

Date: April 28, 2016

To: Wally Wysopal, Executive Director

From: Paul Bolin, Asst. Executive HRA Director

Subject: Municipal Center Update

Since the Columbia Arena site planning workshops, completed during the spring of 2015, City Staff have been evaluating construction of a new Municipal campus on the site. The City Council authorized hiring BKV Group, an architectural firm, to start designing a new campus that would include police, fire and public works, along with the City's administrative functions. This step is not a commitment to ultimately build the project, but is necessary to help determine a final cost that will then allow the Council to decide if they would like to move forward with the project. To further refine the potential costs, the Council has also authorized staff to select a Construction Manager through an RFP process. On Thursday night, Scott Hickok, and one or more members of the BKV Group, will provide an update (and look for feedback) on the work that has been done to date.

Beyond the Columbia Arena site, the City has worked with Braun Intertec and other consultants to identify potential environmental and soil issues on the City's fire training facility and public works sites adjacent to the HRA property. Jon Lennander, Assistant Public Works Director, will provide an update on the environmental and geotechnical work that has been completed over the past 6 months.

City Finance Director Shelly Peterson and a representative from Ehlers Associates, will discuss the potential of financing the Municipal Center through the issuance of Lease Revenue Bonds by the Authority. Under this scenario, the Authority would issue bonds (as soon as December 2016) that would be backed by the pledge of the City's lease payments.

There is a great deal of work to be completed, by November, so that the City Council can then make a decision on whether or not to proceed with constructing a new Municipal Center in the spring of 2017. Staff is working on the creation of the TIF District for this site in anticipation of the private development that can also be built on the site.

INFORMATIONAL ITEM
HRA MEETING
MAY 5, 2016

Date: April 28, 2016

To: Wally Wysopal, Executive Director

From: Paul Bolin, Asst. Executive HRA Director

Subject: Fridley Job Fair Recap

As Staff spent time getting to know Fridley businesses, through retention and expansion visits, we heard that labor was in short supply. The manufacturing industries were having trouble finding good applicants. One business, Tree House Foods, currently has 60 open positions in Fridley. To help address this problem, we partnered with the Anoka County Workforce Center and MN DEED to hold the City's first ever job fair on April 20th at the Fridley Community Center.

A total of 25 spaces were available for Fridley businesses and were quickly filled by the businesses we had previously visited. Additionally, the City had a booth and spoke with a number of potential candidates for positions currently open. Over the 5 hours of the show, more than 300 job seekers came in to visit with Fridley employers. The employers were ecstatic over the number and quality of the job seekers they were able to meet with. Many would like to make this an annual event.

Fridley HRA
Housing Program Summary
Cover Page
May 5, 2016 HRA Meeting

Report	Description
Loan Summary Report	Loan application activity (e.g. mailed out, in process, closed loans) for year-to-date. Also shows the number of field appointments scheduled and completed for the Remodeling Advisor Services administered by Center for Energy and Environment.
Home Energy Squad	E-mail detailing recent activity and year to date.

FRIDLEY Loan Summary Report
Activity for Period 3/16/16 - 4/15/16

cee
Center for Energy and Environment

Application packets requested/mailed:	This period:	4	Year-to-Date:	5
Residential Advisor Visits:	This period:	1	Year-to-Date:	2
Loans currently in process for residents in your City/Neighborhood:		9		

Closed Loans	This period:		Year-to-Date:	
Fridley		Units 0		Units 0
Closed End	46,228.99	2	71,203.99	3
Last Resort	0.00	0	0.00	0
Total	46,228.99	2	71,203.99	3

Leveraged Funds	This period:	Units 0	Year-to-Date:	Units 0
Total		0		0

Types of Improvements Financed YTD	# of Projects	% of Total
Kitchens	1	33.33
Other Interior Improvements	1	33.33
Plumbing	1	33.33

Types of Properties Financed YTD	#	% of Total
Single Family Residence	3	100.00

Bolin, Paul

To: Stacy Boots Camp
Subject: RE: HES Visits Update

From: Stacy Boots Camp [mailto:sbootscamp@mncee.org]
Sent: Tuesday, April 26, 2016 3:06 PM
To: Bolin, Paul
Subject: Re: HES Visits Update

Hi Paul,

Looks like there weren't any visits this month, but **2 in March**. I was hoping that the Earth Week social media would pull in a couple, but guess not. Hopefully there will be space in the next Community Connection for that "Year Round Comfort" article I sent you.

CenterPoint is sending out an email, territory wide about HES next month so that should be good.

So total for the year is at **17 visits** according to my records.

Have a great evening,

Stacy

Stacy Boots Camp | cee
Recruitment and Outreach Coordinator | 612.244.2429
Center for Energy and Environment
212 North 3rd Ave #560 | Minneapolis, MN 55401
(fax) 612.244.2429 | www.mncee.org

On Tue, Apr 26, 2016 at 2:34 PM, Bolin, Paul <Paul.Bolin@fridleymn.gov> wrote:

Stacy –

Just checking in to see if there were any HES visits in April, March, and where we are at for the year to date?

Sincerely,

Paul

Paul Bolin, AICP