

MINUTES

WOODBURY HOUSING AND REDEVELOPMENT AUTHORITY

January 22, 2020

Pursuant to the due call and notice thereof, a regular meeting of the Woodbury Housing and Redevelopment Authority was duly held at the Woodbury City Hall, 8301 Valley Creek Road, on the 22nd day of January 2020.

Call to Order

Chair Anne Burt called the meeting to order at 7:10 p.m.

Roll Call

Upon roll call the following were present: Chair Anne Burt, Andrea Date, Amy Scoggins, Steve Morris, Jennifer Santini. Absent: None

Others Present: Dwight Picha, HRA Clerk; Scott Riggs, City Attorney; Mr. Clinton Gridley, Executive Director; and Karl Batalden, Community Development Coordinator

Consent Agenda

All items listed under the consent agenda are considered to be routine by the HRA Board and will be enacted by one motion and an affirmative vote by roll call of a majority of the members present. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which event, the items will be removed from the consent agenda and considered a separate subject of discussion by the Board.

Item A Approval of Minutes – December 11, 2019 HRA Meeting

Item B To adopt the following resolution **Resolution 20-01**

Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota amending the HRA by-laws to create the office of Deputy Executive Director.

Item C To adopt the following resolution **Resolution 20-02**

Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota appointing the 2020 HRA officers and establishing the 2020 HRA regular meeting schedule.

Item D To approve motion to designate CorTrust Bank as the HRA’s depository of public funds for the year 2020

Item E To adopt the following resolution **Resolution 20-03**

Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota authorizing \$35,339 to be carried forward from the 2019 HRA budget.

Member Date moved, seconded by Member Scoggins, to approve the Consent Agenda items.

Voting via voice:

- Andrea Date – aye
- Amy Scoggins – aye
- Steve Morris – aye
- Jennifer Santini - aye
- Anne Burt – aye

PUBLIC HEARINGS

No items scheduled

MINUTES

WOODBURY HOUSING AND REDEVELOPMENT AUTHORITY

January 22, 2020

DISCUSSION

A. Revision to HRA Loan Program Delinquency Policy

Mr. Karl Batalden, Community Development Coordinator explained that at the December 11, 2019 Board Meeting one of the Members asked regarding delinquency, defaults, and how the loan pool is doing in general. That question set the HRA up very well for tonight's meeting because the City Attorney was in the process of reviewing the delinquency policy. That policy review has now been completed and the attorneys recommended some edits, most of which are housekeeping-type items.

Mr. Batalden continued by noting that the HRA has operated its loan programs for a little more than 10 years. They were begun in 2009 and there have been more than \$5.7M in loans issued since the inception of those programs. There is a delinquency rate of 0.037%, less than 1/10th of 1%, which is far less than typical commercial lending standards.

One of the reasons for such a good delinquency rate is that the city does full manual underwriting of all of their loan programs. When time is taken on the front end there is more likely to be success with the repayments.

The changes to the policy add for staff flexibility, and are straightforward to set the HRA up for continued success when it comes to loan servicing.

Member Scoggins moved, seconded by Member Santini,

To adopt the following resolution

Resolution 20-04

Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota updating HRA Directive HRAD-1.2: HRA Loan Program Delinquency Policy.

Voting via voice:

Andrea Date – aye
Amy Scoggins – aye
Steve Morris – aye
Jennifer Santini - aye
Anne Burt – aye

ADJOURNMENT

Member Morris, seconded by Member Scoggins, moved to adjourn the January 22, 2020 Housing and Redevelopment Authority meeting.

Voting in Favor: Date, Scoggins, Morris, Santini, Burt
Absent: None

Chair Burt adjourned the meeting at 7:14 p.m.

Anne W. Burt, Chair

Approved by the Woodbury Housing and Redevelopment Authority on February 12, 2020.