

Housing & Redevelopment Authority

April 21, 2020 – 6:30 pm

REGULAR MEETING AGENDA

This meeting will be held via Webex in accordance with the local emergency declaration made by the City under Minn. Stat. § 12.37. The public may monitor this meeting by watching on Comcast cable channel 16, by streaming on CCXmedia.org, or by calling 1-415-655-0001 and entering the meeting code 804 307 012. The public may participate in this meeting during public comment sections, including the public forum beginning at 6:20 pm, by calling 763-230-7454. Additional information about monitoring electronic meetings is available on the [City website](#). For technical assistance, please contact the City at 763-593-8007 or webexsupport@goldenvalleymn.gov. If you incur costs to call into the meeting, you may submit the costs to the City for reimbursement consideration.

1. Call to Order

- A. Roll Call

2. Approve of Agenda

3. Consent Agenda

Approval of Consent Agenda - All items listed under this heading are considered to be routine and will be enacted by one motion. There will be no discussion of these items unless a Commission Member so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

A. Approval of Minutes:

- 1. Work Session – December 10, 2019 2
- 2. Regular Meeting – January 21, 2020 3-4

- B. Reimbursement of City Expenditures 5

- C. Receipt of Quarterly Financial Reports 6-8

4. Public Hearing

5. Old Business

6. New Business

- A. Adoption of Housing Strategic Plan 9-21

- B. Adoption of Fair Housing Policy HRA Res. 20-02 22-30

- C. Consider Approving Intent for HRA to Levy for a Housing Program HRA Res. 20-03 31-32

7. Adjournment



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Housing & Redevelopment Authority

December 10, 2019 – 6:30 pm
Council Conference Room
Golden Valley City Hall
7800 Golden Valley Road

WORK SESSION MINUTES

1. Call to Order

The meeting was called to order at 6:30 pm by Chair Fonnest.

Present: Chair Larry Fonnest, Commissioners Joanie Clausen, Shep Harris, Gillian Rosenquist and Steve Schmidgall

Staff present: HRA Director Cruikshank, Physical Development Director Nevinski and Planning Manager Zimmerman

2. Housing Strategic Plan

Planning Manager Zimmerman presented the staff report and introduced Ms. Cathy Bennett, of Bennett Community Consulting. Ms. Bennett provided information on her background, details on the proposed HRA Strategic Planning process and answered questions from the Commissioners.

HRA Director Cruikshank answered questions from the Commissioners.

The Commissioners discussed the Housing Strategic Plan and the process to be used. The Commissioner's consensus was to move forward with the program. HRA Director Cruikshank said that work would continue and the HRA would receive an update their March 2020 work session in advance of the regular Housing & Redevelopment Authority meeting on April 21, 2020.

3. Adjournment

The meeting adjourned at 6:39 pm.

Larry Fonnest, Chair

Kristine A. Luedke, City Clerk



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Housing & Redevelopment Authority

Jan 21, 2020 – 6:30 pm
Council Chambers
Golden Valley City Hall
7800 Golden Valley Road

REGULAR MEETING MINUTES

1. Call to Order

The meeting was called to order at 6:30 pm by Housing and Redevelopment Authority Chair Fonnest.

1A. Roll Call

Commissioners present: Chair Larry Fonnest, Commissioners Maurice Harris, Shep Harris, Gillian Rosenquist and Kimberly Sanberg

Staff present: HRA Director Cruikshank, HRA Attorney Cisneros and City Clerk Luedke

1B. Election of Officers

The HRA Bylaws provide for the annual election of the HRA Chairperson and Vice Chairperson to serve a one year term.

MOTION made by Commissioner Shep Harris to nominate Commissioner Larry Fonnest as the 2020 HRA Chair and Commissioner Rosenquist as the 2020 Vice Chair.

Commissioner Larry Fonnest and Commissioner Gillian Rosenquist accepted the nominations.

MOTION made by Commissioner Shep Harris, seconded by Commissioner Maurice Harris to approve Commissioner Fonnest as the 2020 Chair and Commissioner Rosenquist as the 2020 Vice Chair and the motion carried.

2. Approval of Agenda

MOTION made by Commissioner Gillian Rosenquist, seconded by Commissioner Shep Harris to approve the agenda of January 21, 2020, as submitted and the motion carried.

3. Consent Agenda

MOTION made by Commissioner Gillian Rosenquist, seconded by Commissioner Shep Harris to approve the consent agenda of January 21, 2020, as revised removal of 3B-Reimbursement of City Expenditures and 3D-Designation of Depositories and the motion carried.

3A. Approval of Minutes:

3A1. Approval of Housing and Redevelopment Authority Minutes - Regular Meeting - October 15, 2019.

~~3B. Reimbursement of City Expenditures.~~

3C. Receive and file the December 2019 HRA Financial Reports.

~~3D. Designation of Depositories 20-01.~~

3. Items Removed from the HRA Consent Agenda:

3B. Reimbursement of City Expenditures

Finance Director Virnig provided details on the check register that was presented.

MOTION made by Chair Fonnest, seconded by Commissioner Shep Harris to approve the check register for a total of \$936,799.82 and the motion carried.

3D. Designation of Depositories

Commissioner Shep Harris provided information on the list of depositories to be used for the Housing and Redevelopment Authority Funds.

Chair Larry Fonnest stated he would abstain from voting on the item due to a family member being employed at U.S. Bank which is one of the depositories.

MOTION made by Commissioner Shep Harris, seconded by Commissioner Maurice Harris to adopt **HRA Resolution 20-01**, Designating Depositories for HRA Fund. Upon a vote being taken, the following voted in favor of: Maurice Harris, Shep Harris, Gillian Rosenquist, and Kimberly Sanberg, the following abstained: Chair Larry Fonnest, the following voted against: none and the motion carried.

4. Public Hearing

5. Old Business

6. New Business

7. Adjournment

MOTION made by Commissioner Gillian Rosenquist, seconded by Commissioner Kimberly Sanberg and the motion carried to adjourn the meeting at 6:41 pm.

Larry Fonnest, Chair

ATTEST:

Kristine A. Luedke, City Clerk



EXECUTIVE SUMMARY

Housing and Redevelopment Authority

763-593-8006 / 763-593-8109 (fax)

Golden Valley Housing and Redevelopment Authority Meeting April 21, 2020

Agenda Item

3. B. Reimbursement of City Expenditures

Prepared By

Sue Virnig, Finance Director

Summary

As of April 21, 2020 the HRA has the following expenditures:

Ck #	Check Register	Amount
TRANSFER	City of Golden Valley	2,968.75
		<u>\$2,968.75</u>
	HRA Expenditures:	Amount
9190	Housing Fund	2,968.75
		<u>\$2,968.75</u>

Financial Or Budget Considerations

Expenditures are shown on financials

Recommended Action

Motion to approve the transfer of \$2,968.75 to the City of Golden Valley for the payments to Bennett Community Consulting.



EXECUTIVE SUMMARY

Housing and Redevelopment Authority

763-593-8006 / 763-593-8109 (fax)

Golden Valley Housing and Redevelopment Authority Meeting

April 21, 2020

Agenda Item

3. C. Receipt of April 2020 Financial Reports

Prepared By

Sue Virnig, Finance Director

Summary

Attached are the April 2020 Financial Reports for Housing and Redevelopment Authority (HRA) review.

Financial Or Budget Considerations

Not applicable

Recommended Action

Motion to receive and file the April 2020 HRA Financial Reports.

Supporting Documents

- HRA General Fund Budget Report (1 page)
- HRA Capital Project Funds Report (1 page)

**HRA of Golden Valley
General Fund
April 2020 Budget Report (unaudited)**

Percentage Of Year Completed: 33%

Revenue	2020 Budget	Jan-April Actual	YTD Actual	Over (Under) Budget	% Of Budget Received
Interest Earnings (1)	0	0.00	0.00	0.00	
Fund Balance	12,000	0.00	0.00	(12,000.00)	
Totals	\$12,000	0.00	0.00	(12,000.00)	0.00%

Expenditures	2020 Budget	Jan-April Actual	YTD Actual	Over (Under) Budget	% Of Budget Expended
Audit	12,000	0.00	0.00	(12,000.00)	0.00%
Totals	\$12,000	0.00	0.00	(12,000.00)	0.00%

Notes:

- (1) Interest will be allocated at year end.
- (2) Audit Fees will be transferred in July.

HRA Of Golden Valley 2020 Financial Report	Capital Project Funds				
	9190 Housing	9300 Hwy 55/ West	9302 Cornerstone TIF (4)	9400 Winnetka Med Lk Rd	9250 North Wirth #3

Cash Balance @ 01/01/20	\$105,695.02	\$76,661.25	\$1,867.51	\$36,474.20	\$0.00
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Add:

Receipts:

Interest					
Lease revenue					
Increment Received		0.00	0.00	0.00	0.00

Less:

Expenditures:

Payment to Cornerstone Creek (1);			0.00		
Payment to Golden Villas (2)					
Payment to City of Golden Valley	(2,968.75)			0.00	
Payment to Associated Bank (3)					0.00
Cash Balance @ 04/16/2020	<u>\$102,726.27</u>	<u>\$76,661.25</u>	<u>\$1,867.51</u>	<u>\$36,474.20</u>	<u>\$0.00</u>

(3)

- (1) Payment for Housing District
- (2) Payment for Renewal and Renovation District
- (3) Pay Go Note remaining \$150,825.64.



EXECUTIVE SUMMARY

Housing and Redevelopment Authority

763-593-8006 / 763-593-8109 (fax)

Golden Valley Housing and Redevelopment Authority Meeting

April 21, 2020

Agenda Item

6. A. Adoption of Housing Strategic Plan

Prepared By

Marc Nevinski, Physical Development Director

Jason Zimmerman, Planning Manager

Summary

At the Housing and Redevelopment Authority (HRA) Work Session on March 10, Cathy Bennett, of Bennett Community Consulting, presented her findings and draft recommendations regarding a Housing Strategic Plan for Golden Valley. Based on discussion at the meeting and questions and comments from the Commissioners, a five to ten year Housing Strategic Plan is being presented to the HRA for consideration for adoption.

Strategic Plan

The Housing Strategic Plan before the HRA affirms many of the Housing Goals included in the City's 2040 Comprehensive Plan and builds towards accomplishing them with more detailed information about current priorities, recommended tools and strategies, and potential actions for implementation.

The document identifies three main priorities. Specific tools and strategies are suggested for each in the attached report.

1. Preservation of Existing Housing and Tenant Protections: Preserving the existing housing stock and providing options to protect tenants and existing homeowners from being priced out of the City is one of the top priorities of the HRA. The most affordable housing, both rental and ownership, is within the existing older properties, referred to as Naturally Occurring Affordable Housing (NOAH).
2. Increase Housing Affordability to Diversify Housing Options and Opportunity in the City: There is a need to encourage opportunities to diversify the housing options in the City and support new affordable housing with a particular focus on options for seniors as well as the younger generation. The younger generation values a sense of place which includes social and technological connectedness, sustainability, diversity and housing affordability. Walkability and access to amenities and gathering spaces are particularly important to this generation as is the availability of rental housing and affordable smaller sized single-family options.

3. Increase Diversity of Voices in Decision Making: As suburban cities change in age, gender and ethnicity, it will be important to provide opportunities to understand the values and challenges of diverse voices and opinions. The housing options that were once desired by the older generations have changed and will continue to evolve. The Housing Strategic Plan places value on the need to hear from diverse voices as part of their decision-making process for housing policies and programs.

The three priorities outlined above would require additional staff and funding resources to be successful. The attached plan recommends increasing staff capacity in order to create a role whose primary objective is to coordinate and administer the HRA's housing policies and programs. This position would be the key contact and would help build relationships with rental property owners and apartment managers, act as a gatekeeper for requests for state tax credits, bonding, and other funding opportunities and partnerships, and assist the general public as general housing resource.

In addition, the plan suggests ways to support the HRA's initiatives financially through the establishment of an annual HRA levy or a Local Housing Trust Fund. Either or both could provide a dedicated source of funds focused on the housing (and development) needs of the City and build a financial foundation to enable the delivery of the goals and policies outlined above. Finally, updating the City's Public Subsidy Policy would send a clear message regarding financial accountability and to the development community regarding the methods the HRA is willing to consider when partnering to support community goals.

Financial Or Budget Considerations

There is no immediate budget impact created by adopting the plan. However, the plan's recommendations do have financial implications that will need to be thoughtfully considered, including the recommendation to establish an HRA levy.

Recommended Action

Motion to adopt the Golden Valley HRA Housing Strategic Plan.

Supporting Documents

- Golden Valley HRA Housing Strategic Plan (11 pages)

Housing Strategic 5 Year Plan

2020 - 2025



Housing & Redevelopment Authority

Adopted: _____

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Summary

The City of Golden Valley's Housing and Redevelopment Authority (HRA) is a separate legal authority that guides and supports the housing and redevelopment projects in the City to:

- provide a sufficient supply of adequate, safe and sanitary dwellings in order to protect the health, safety, morals, and welfare of the residents of the City;
- remove blight, clean up environmental contamination, and provide for new development to enhance the community and increase the City's taxable valuation;
- remedy the shortage of housing for low to moderate income residents; and
- preserve and promote economically diverse housing options in the City.

The Housing Strategic Plan sets out the specific priorities and funding needs to meet the housing and redevelopment goals of the City over the next 5 years. The strategic planning process identified the priorities based upon review and evaluation of the following:

- 2040 Comprehensive Plan
- Housing Market Study dated March 6, 2017
- Stakeholder Input - Human Rights Commission, Rising TIDES, Golden Valley Affordable Housing Coalition, PRISM, Golden Valley Business Advisory Council and the Hopkins School District.
- Affordable and market rate housing developer's needs.

Golden Valley 2040 Comprehensive Plan Goals

Maintain Housing Quality

Maintain a high-quality living environment, preserve stable residential neighborhoods, and where necessary, improve the condition of existing housing stock in the City.

Expand Variety of Housing Options

Expand the variety of housing types and designs to allow all people a housing choice for all life stages and all economic means.

Increase Housing Affordability

Increase housing opportunities at a cost that low- and moderate-income households can afford without compromising their ability to pay for the essential need.

Encourage Environmentally Sustainable Housing

Encourage housing development that maintains or enhances economic opportunity and community well-being while protecting and restoring the natural environment.

Advance Equity in Housing Practices and Policies

Advance fair and equitable opportunity in home ownership and renting for people of all backgrounds and abilities.

HRA Housing Priorities

1. Preservation of Existing Housing and Tenant Protections.

Preserving the existing housing stock and providing options to protect tenants and existing homeowners from being priced out of the City is one of the top priorities of the HRA. The most affordable housing, both rental and ownership, is within the existing older properties, referred to as Naturally Occurring Affordable Housing (NOAH).

Tools and Strategies for Preserving Housing and Protecting Tenants from Displacement

- **Tenant Protections**

- The tenant protection ordinance adopted on August 2018, requires that any new owner of a property provide tenants a three months period where there is a pause on rent increase, tenant re-screening, and non-renewal of leases without cause. If the new owner chooses or does not comply with the three month pause, they will be required to pay relocation benefits to tenants. The goal is to protect lower income tenants from being displaced due to increase rents without time to find alternate housing and it allows the opportunity to access potential tenant housing assistance.

- **4d Affordable Housing Incentive Program**

- Adopted on October 15, 2019, the program allows qualifying low-income properties to be eligible for a rate reduction in property taxes from 1.25% to .75% per MN Statute in return for rents restricted to incomes at or below 60% of the Area Median Income (AMI). The City/HRA provides nominal assistance to the property owner who enters into a development agreement which requires a covenant on the deed of the property to ensure owners comply with the requirements to restrict at least 20% of the total units to incomes at or below 60% AMI. The program could preserve and/or create affordable rents for an estimated additional 500 units in the City.

The Facts: Need for Preservation and Protection of Tenants

- **The City's existing housing stock is aging** - over 55% of the housing stock was constructed between 1950s and 1970's.
- 65% of the housing stock is comprised of **single-family detached homes** and the majority are over 50 years old.
- 70% of the **rental housing** in the City was built prior to 1990.
- **45% of all renter households and 53% of senior renter households are cost burdened**, paying more than 30% of their income on housing cost, increasing the risk of residents choosing between paying rent, eating, covering healthcare costs and other critical life and safety needs.
- **Median rent increased 20% from 2010 to 2018**; at the same time there was a reduction in supply with a declining (39% reduction) vacancy rate.

- **NOAH Rehabilitation and Maintenance Program**
 - Program focused on providing public assistance to rental properties that need exterior, energy efficiency, fire suppression and other health, safety, crime reduction and livability improvements while ensuring that rents are kept affordable at or below 60% of the Area Median Incomes.

- **Housing Improvement Area**
 - Housing Improvement Area (HIA) program, provided through legislative authority of a City, is a tool to support the renovation of older common interest communities (townhomes and condominiums). HIAs are requested only through a petition by common interest communities of more than 45% of the owners and requires a detailed process to ensure that improvements are necessary, and the property has no other feasible option for financing the improvements. The cost of the improvements is a fee added to individual property owners tax statement within the HIA designated area over a period of up to 20 years. The program can increase and/or stabilize property values and in turn local tax revenues. In addition, local policies can be put in place to ensure that this public financing tool helps to preserve owner occupied properties where owners have low-moderate incomes.

- **Aging in Place Programs and Access to Services**
 - An aging in place strategy seeks to provide guidance and access to services for older residents remaining in their single-family home as they age. The strategy focuses on easy access to senior services, home renovation programs including accessibility and visit-ability improvements (ADA showers and tubs, stairway lifts, ramp and grab bars) and address health and safety and deferred maintenance issues. Other options to reduce the financial burden of low-income senior residents could include providing tax rebates, lower or waived fees for local services.



Photo Credit: City of Golden Valley

HRA Housing Priorities (continued)

2. Increase Housing Affordability to Diversify Housing Options and Opportunity in the City.

There is a need to encourage opportunities to diversify the housing options in the City and support new affordable housing with a particular focus on options for seniors as well as the younger generation. The younger generation values a sense of place which includes social and technological connectedness, sustainability, diversity and housing affordability. Walkability and access to amenities and gathering spaces are particularly important to this generation as is the availability of rental housing and affordable smaller sized single-family options.

Tools and Strategies to Support New Affordable Housing

- **Mixed Income Housing Policy**
 - Adopted March 20, 2018, the policy requires that new rental or ownership developments of 10 or more units must include a percentage of affordable units as indicated in the policy plan. The policy goal is to ensure that high quality housing in the city is accessible to households with a variety of income levels, ages, and sizes.
- **Publicly Owned Vacant Parcels for Affordable Housing**
 - Prioritizing the development of publicly owned vacant parcels is an opportunity to increase affordable single family and/or townhome development in the City. Actions to encourage affordable housing development includes proactively preparing the sites to be development ready, offering the sites for a reduced price and clearly outlining policies for their development through a public land disposition policy.

The Facts: Importance of Diversifying Housing Options

- **Only 4% (48 units) of the new affordable housing constructed in the City since 2016 can be considered “affordable”** to a household earning less than 60 percent of the area median income which is \$60,000 for a family of four.
- **Senior Housing Need:** The population growth from 2016 to 2021 for those age 65 to 84 is projected to have the greatest growth (percentage and numerically) increasing by 941 people (+53.8%). Incomes of current older residents are lower than the median incomes in the City and many City senior households wish to remain within their existing homes.
- **Entry Level Housing Need:** The population of 18 to 34-year old’s is expected to increase by 168 people (+9.6%) between 2016 and 2021. These are the residents that tend to rent and may be looking to put down roots in the community by purchasing their first home.
- In 2019, over 400 homes were sold with a median sales price of \$343,000: up 10% from the previous year; **an unaffordable option for many first-time buyers.**
- **In-demand jobs in the Twin Cities does not pay enough to afford the median rent or mortgage in Golden Valley.** These include critical workers to support business vitality and resident services such as cashiers, retail workers, personal care aides, nursing assistants, janitors and customer service representatives.

- **Smaller Lot Redevelopments**
 - Identify areas in the City appropriate for smaller lot redevelopments to increase the options and opportunities for younger households and/or those residents who would like to stay in the community and move from their existing single-family home to a lower maintenance smaller home.
- **Accessory Dwelling Units**
 - Support, through zoning code, the increase of multi-generational improvements or options to allow units to be constructed on site or within existing building footprint called accessory dwelling units (ADU).
- **New Affordable Senior Housing**
 - Encourage affordable senior housing development through support of increased densities, fee waivers and public finance assistance of redevelopment parcels in the City.
- **Affordable First-Time Buyers**
 - Evaluate options to support affordable, first time home buyer options including **Community Land Trusts**, down payment assistance and lower mortgage options. In addition, provide gap funding for buyers to purchase existing homes from senior households to regenerate existing older single-family neighborhoods.
- **New Affordable Rental Housing**
 - Encourage new affordable rental housing through implementation of the city's mixed income housing policy, support of increased densities, fee waivers and public finance assistance to provide an opportunity for the younger generation to have affordable options to “try out” a community prior to making the transition to home ownership.



Photo Credit: City of Golden Valley

HRA Housing Priorities (continued)

3. Increase Diversity of Voices in Decision Making.

As suburban cities change in age, gender and ethnicity, it will be important to provide opportunities to understand the values and challenges of diverse voices and opinions. The housing options that were once desired by the older generations have changed and will continue to evolve. The Housing Strategic Plan places value on the need to hear from diverse voices as part of their decision-making process for housing policies and programs.

Tools and Strategies to Increase the Diversity of Voices in Decision Making

- **Utilize Existing Resident Groups**
 - Seek input from established city resident groups and commissions including Rising TIDES, Human Rights Commission and Golden Valley Affordable Housing Coalition
- **Ensure Multiple Perspectives and Voices in Decision Making**
 - Evaluate various ways to authentically and regularly engage residents
 - Connect with and seek input from those who may be most impacted by decisions related to housing programs and policies including
 - Seniors
 - Younger Generation
 - Businesses
 - Renters
 - Multi Family Owners
 - Racially and Culturally Diverse Residents



Photo Credit: City of Golden Valley

Implementation

The **three priorities** outlined in the Housing strategic plan and implementation of the tools and strategies will require additional staff and funding resources to be successful over the next 5 years. The following are key implementation steps to be successful in preserving housing, increasing tenant protections, providing more housing options and engaging diverse voices in the City.

1. Increase Staff Capacity to:

- Implement and administer existing and new housing policies and programs.
- Serve as a key contact person to engage with existing rental property owners of NOAH units regarding the Tenant Protections Ordinance, 4d Affordable Housing Incentive Program and identify other current and future issues and opportunities in multi-family rental housing.
- Build relationships with existing rental property owners and non-profit and socially mission based housing developers to facilitate preservation of NOAH housing and reduce tenant displacement as property is sold and/or improved.
- Serve as a resource of information to the general public regarding housing issues, opportunities and services and focus on creating a robust, easy to use resource page on the City website.
- Be a gatekeeper for developer request for state tax credits, bonding and other state, regional, county or local funding opportunities and partnerships.
- Administer notices and provide compliance related to tenant protection ordinance, 4d Affordable Housing Incentive Program, Fair Housing Policy, Mixed Income Housing Policy and other HRA Housing policies and programs.
- Work with the community to prioritize properties for smaller lot housing and increased housing density including allowing accessory dwelling units, utilization of modular constructed housing and opportunities to increase townhomes and duplex development.
- Research programs for first time buyers and/or lower income purchase programs such as down payment assistance, lower mortgage interest programs, home renovation funding and community land trusts.
- Identify needs of low-income senior owners and research options to assist in the transition of senior owners wanting to move and younger first-time buyers to regenerate existing single-family neighborhoods.
- Facilitates Housing Improvement Area requests from older common interest community complexes.

Implementation (continued)

2. Funding Sources and Financial Strategies to Support the HRA Housing Strategic Plan

Establish an Annual HRA Levy

The primary method of financing the delivery and administration of housing and redevelopment programs is to utilize the HRA authority provided through Minnesota State Statute to levy a tax to give, sell, buy, transfer, or convey properties as necessary to remove blight and promote affordable, safe and decent housing.

- An HRA levy provides a dedicated source of funds focused on housing and redevelopment needs of the City and helps to build a financial foundation to enable the delivery of the goals and policies outlined in the Housing Strategic Plan.
- An annual fund through an HRA tax levy will support staff, and housing programs as identified in the Housing Strategic Plan.
- The HRA levy will be evaluated and set annually by the City Council upon the recommendation of the HRA.

Consider Benefits of Establishing a Local Housing Trust Fund (LHTF)

Housing Trust Funds provide a consistent, flexible resource for housing within a local jurisdiction and provides an opportunity to leverage other public and private resources and jumpstart projects that draw private investment and jobs. Benefits of a LHTF include the following:

- Consistent, dedicated revenue stream for housing to support affordable, workforce, or other special housing needs; the majority are funded through a local HRA Levy but can also receive private donations, corporate contributions, grant funds, conduit bonding fees, tax increment proceeds, and other public and private dollars.
- Leverages other funding for affordable housing programs and developments and opens up access for potential MN State Legislature seed capital if approved and funded.
- Economic multiplier that supports investments in housing construction and rehabilitation, including redevelopment of sites, adding to the tax base and creating jobs.

Establish and/or modify the City's Public Subsidy Policy

To be successful in achieving the priorities outlined in the Housing Strategic Plan, it will be important for the HRA and City Council to clearly outline the goals and objectives of providing public funds for housing and redevelopment. This includes identifying policies related to use of an HRA Levy, Housing Trust Fund, Tax Increment Financing, Tax Abatement and any funds accepted and utilized for the purpose of implementing the Housing Strategic Plan.

The benefits of establishing and/or modifying City Public Subsidy Policy with a clear, strong public finance policy that outlines the goals and objectives of the City includes the following:

- Ensure that the City/HRA leaders are accountable to their residents with regards to how public resources are utilized.
- Send a strong message to the development community regarding the methods that the City/HRA is willing to support and partner to achieve community goals.
- Provide clarity to residents as well as the development community that in turn decreases uncertainty and risk resulting in lower affordable housing project costs.



Photo Credit: City of Golden Valley



EXECUTIVE SUMMARY

Housing and Redevelopment Authority

763-593-8006 / 763-593-8109 (fax)

Golden Valley Housing and Redevelopment Authority Meeting

April 21, 2020

Agenda Item

6. B. Adoption of Fair Housing Policy

Prepared By

Myles Campbell, Planner

Summary

Staff has drafted a Fair Housing Policy that would establish new standards of practice for future work around housing within the City of Golden Valley. The purpose of the policy is to encourage better and more equitable housing outcomes for all City residents and community members. Fair Housing Policies are becoming more common throughout the metro as communities begin to understand the importance of providing equitable access to housing, as well as the repercussions of historical discriminatory housing practices. As a basis for this draft policy, staff consulted the existing and adopted policies of peer cities such as Edina, Bloomington, Hopkins, Minnetonka, and Plymouth.

As discussed at the HRA's work session on March 10, 2020, the proposed policy lays out both the external and internal facing responsibilities that would be created with the adoption of the Fair Housing Policy. Under the policy, HRA staff would be responsible for the intake and referral of any fair housing inquiries or complaints within the City. Additionally, HRA staff would also be committed to the review of other sections of city code and policy, to ensure that the City is not inadvertently impacting certain groups or classes with its policies.

At the March 10th work session, staff received some suggestions for additional language from members of the HRA. The primary revision related to these suggestions was the addition of further protected classes, based upon the City's adopted Welcome Statement. Staff also received feedback from the Golden Valley Affordable Housing Coalition following the meeting. While not every suggestion was included, staff did include some of the language suggested by the Coalition where it did not conflict with the deliberate language drafted by Planning staff and the City Attorney. A redlined copy of the policy showing the changes made since the March work session is attached.

Financial Or Budget Considerations

The Fair Housing Policy will not require a specific budget outside of staff hours. The Fair Housing Policy is a requirement for some grant sources the City may wish to pursue in the future.

Recommended Action

Motion to adopt Resolution enacting the Fair Housing Policy of the Golden Valley Housing & Redevelopment Authority.

Supporting Documents

- Executive Summary for March 10, 2020, HRA work session (2 pages)
- Redlined copy of the Fair Housing Policy (2 pages)
- Fair Housing Policy (2 pages)
- Resolution Approving the Golden Valley Housing & Redevelopment Authority Fair Housing Policy (1 page)



EXECUTIVE SUMMARY

Housing and Redevelopment Authority

763-593-8006 / 763-593-8109 (fax)

Golden Valley Housing and Redevelopment Work Session March 10, 2020

Agenda Item

3. Fair Housing Policy

Prepared By

Myles Campbell, Planner

Summary

Staff has prepared a draft Fair Housing Policy that would establish new standards of practice for future work around housing within the City of Golden Valley. The purpose of the policy is to encourage better and more equitable housing outcomes for all City residents and community members. Fair Housing Policies are becoming more common throughout the metro as communities begin to understand the importance of providing equitable access to housing, as well as the repercussions of historical discriminatory housing practices. As a basis for this draft policy, staff consulted the existing and adopted policies of peer cities such as Edina, Bloomington, Hopkins, Minnetonka and Plymouth.

The proposed policy would further the HRA's goal of adopting policies that promote access to fair and equal housing to all people. The policy contains both external and internal facing responsibilities, each of which are addressed in turn below.

External Facing Responsibilities in the Policy

Under the proposed policy, staff would be responsible for receiving and responding to inquiries from the public about fair housing issues and directing the public to the appropriate state or federal agencies for additional information or to file a complaint. Staff's role would be informational only. To effectively carry out these responsibilities, the responsible staff members will require training.

At the outset, Planning Department staff will carry out the duties required by the policy. If the HRA hires additional staff to manage housing related initiatives, these responsibilities will shift to HRA staff.

Internal Facing Responsibilities in the Policy

The proposed policy contains several commitments that will be carried out internally by staff. Some examples include reviewing City code to identify potential disparate impacts, and evaluating the impact of housing related grant dollars in the City.

Timing

Staff feels the timing is right for the adoption of this policy for a number of reasons. First, the City committed to adopting a Fair Housing Policy in its grant agreement and application for the Capacity Building Grant from Minnesota Housing Finance Agency (MHFA). Second, many federally funded

programs such as *Livable Communities Development Account*, require Cities to adopt a Fair Housing Policy to be eligible for funds.

Finally, adopting this policy now makes sense given the HRA's interest in hiring additional staff to carry out its housing initiatives. This policy will allow City staff to continue to develop its expertise in the area of housing, putting staff in a better position to advise the HRA on other housing related initiatives. Although the policy requires additional hours from Planning Department staff, that impact would be mitigated if the HRA hires additional housing staff.

Financial Or Budget Considerations

The Fair Housing Policy will not require a specific budget outside of staff hours. The Fair Housing Policy is a requirement for some grant sources the City may wish to pursue in the future.

Recommended Action

Staff requests feedback from HRA members as to the language and content of the proposed Fair Housing Policy, with the intention of bringing it to a vote at the April HRA Meeting.

Supporting Documents

- Draft Fair Housing Policy (2 pages)

Golden Valley Housing & Redevelopment Authority

Fair Housing Policy

I. Purpose and Vision

It is the policy and commitment of the City of Golden Valley, through its Housing and Redevelopment Authority, to ensure that fair and equal housing opportunities are available to all persons in all housing opportunities and development activities funded by the City regardless of race, color, religion, [immigration status](#), gender, [gender identity](#), sexual orientation, marital status, status with regard to public assistance, creed, familial status, national origin, [cultural background](#), age, or disability. Title VIII of the Civil Rights Act establishes federal policy for providing fair housing throughout the United States. The intent of Title VIII is to assure equal housing opportunities for all people.

The Housing and Redevelopment Authority in and for the City of Golden Valley (the “HRA”) is dedicated to advancing inclusion and equity for all residents by developing this Fair Housing Policy to further the goal of creating a safe, healthy, and accessible community where all residents will thrive.

The HRA is also committed to upholding the federal Fair Housing Act and the Minnesota Human Rights Act, both of which prevent discriminatory practices in housing. As a recipient of federal community development funds under Title I of the Housing and Community Development Act of 1974, the City, through its HRA certifies that it will affirmatively further fair housing.

II. External Practices

a. Intake and Referral

The HRA has designated the HRA Director or their designee as the responsible authority for the intake and referral of all fair housing inquiries. At a minimum, the responsible staff member will be trained in state and federal fair housing laws, the complaint process for filing discrimination complaints under state and federal law, and the state and federal agencies that handle such complaints. The HRA will document the date, time, and nature of the fair housing inquiries it receives and any referrals [or information](#) given in response to such inquires. The responsible staff person will maintain relevant supporting information according to the HRA’s Document Retention Schedule. The HRA may use the information collected to inform their decisions with respect to programs, policies, issues, and concerns relating to fair housing. [The HRA will not represent or provide legal advice to any members of the public.](#)

b. Meaningful Access

i. Online Information

The HRA will clearly display information about fair housing on its website, [including the contact information for relevant HRA staff to receive fair housing inquiries](#). The website will include links to various fair housing resources, including the Department of Housing and Urban Development, Minnesota Department of Human Rights and others as well as links to state and federal fair housing complaint forms.

ii. In-Person Information

~~The~~ HRA [staff](#) will provide in-person fair housing information to community members including:

- A list of fair housing enforcement agencies;
- Frequently asked questions regarding fair housing law; and
- Fair housing complaint forms for enforcement agencies.

c. Languages

The HRA is committed to providing information in the native language of its community members. The HRA will provide information in languages other than English to individuals with limited English proficiency.

III. Internal Practices

The HRA commits to the following steps to promote awareness and competency regarding fair housing issues in all of its government functions.

- a. Training.** The HRA will train its staff and officials on fair housing considerations.
- b. Housing Analysis.** The HRA will review its housing stock periodically to examine the affordability of both rental and owner-occupied housing to inform future HRA actions.
- c. Code Analysis.** The HRA will review its municipal code periodically, with specific focus on ordinances related to zoning, building, and occupancy standards, to identify any potential for disparate impact or treatment.
- d. Project Planning and Analysis.** HRA planning functions and development review will consider housing issues, including whether potential projects may perpetuate segregation or lead to displacement of protected classes.
- e. Community Engagement.** The HRA will seek input from underrepresented populations in the community and the community at large. Conversations regarding fair housing, development, zoning, and land use changes may be facilitated by the City or the HRA.
- f. Affirmatively Furthering Fair Housing.** As a recipient of federal funds, the HRA agrees to participate in the Regional Analysis of Impediments, as organized by the regional Fair Housing Implementation Council (FHIC), an ad hoc coalition of Community Development Block Grant (CDBG) entitlement jurisdictions and others working together to affirmatively further fair housing. The HRA will review the recommendations from the analysis and, where appropriate, recommend integration into City planning documents, including the Consolidated Plan, the Comprehensive Plan, and other related documents.
- f.g. Fair Housing Review.** The HRA will monitor city activities affecting fair housing and raise issues and concerns where appropriate. The HRA may also expand the list of protected classes of citizens to be included under its Fair Housing Policy.

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- g. Fair Housing Review.** The HRA will monitor city activities affecting fair housing and raise issues and concerns where appropriate. The HRA may also expand the list of protected classes of citizens to be included under its Fair Housing Policy.

HRA RESOLUTION NO. 20-02

RESOLUTION APPROVING THE GOLDEN VALLEY HOUSING & REDEVELOPMENT
AUTHORITY FAIR HOUSING POLICY

WHEREAS, fair and equal access to housing is a right guaranteed to all Americans by the Fair Housing Act; and

WHEREAS, the Housing & Redevelopment Authority (HRA) of Golden Valley has identified the protection of this right as a fundamental role of the body; and

WHEREAS, the HRA seeks to ensure that its actions and policies, as well as those of the larger City, do not disparately impact any citizen or group; and

WHEREAS, HRA and City staff have drafted the HRA's Fair Housing Policy based on the Metropolitan Council's Fair Housing Policy Guide as well as best practices of other local cities.

NOW, THEREFORE, BE IT RESOLVED, by the Housing & Redevelopment Authority in and for the City of Golden Valley, Minnesota that the HRA adopts the Golden Valley Housing and Redevelopment Authority Fair Housing Policy.

Adopted by the Housing & Redevelopment Authority in and for the City of Golden Valley, Minnesota this 21st day of April, 2020.

Larry Fonnest, Chair

ATTEST:

Timothy J. Cruikshank, Executive Director



EXECUTIVE SUMMARY

Administrative Services

763-593-8013 / 763-593-3969 (fax)

Golden Valley Housing and Redevelopment Authority Meeting

April 21, 2020

Agenda Item

6. C. Consider Resolution Approving Intent for HRA to Levy for a Housing Program

Prepared By

Sue Virnig, Finance Director

Summary

On March 10, 2020 a work session was held to discuss the findings and recommendations regarding a Housing Strategic Plan for Golden Valley. At that meeting, a budget was presented along with an intent to levy an HRA Housing Levy to finance the plan.

Since that date, City facilities were closed on March 13 in response to COVID-19, and the City has suspended all new hires as well as cancelling and postponing City projects, programs, and events. These temporary reductions, along with our ongoing efforts to implement more stringent budget and resource allocations, will put the City in a better position to succeed in an uncertain future.

The goal of the HRA is to implement the three priorities that were discussed at the March 10 work session along with the previous agenda item. Hennepin County will need written notification by July 1, 2020 for the intent to consider a levy for the HRA and create the special district. The consideration of a levy does not commit the HRA to a levy or may reduce the levy of \$165,000 as discussed at the March work session. The preliminary budget and maximum levy will be set in September.

Financial Or Budget Considerations

The intent to levy allows Hennepin County to set up the district. In September 2020, a budget and levy may be considered if so desired by the HRA.

Recommended Action

Motion to adopt Resolution approving Intent for HRA Levy for the Housing Program.

Supporting Documents

- Resolution Approving Intent for HRA Levy For a Housing Program (1 page)

HRA RESOLUTION NO. 20-03

RESOLUTION APPROVING INTENT FOR HRA LEVY
FOR A HOUSING PROGRAM

WHEREAS, The Golden Valley Housing and Redevelopment Authority (the "HRA") has authorities and powers according to MN Statutes, Sections 469.001 to 469.047. MS Statutes, Section 469.033, subd. 6 grants the HRA the power to levy and collect taxes subject to a resolution of consent from the Golden Valley City Council for a set period; and

WHEREAS, The HRA is requesting the City of Golden Valley to approve a consent to an intent to levy for HRA Housing Program that may begin with the year payable 2021. MN Statutes 276.067 states the written notice from the HRA needs to be received by July 1 of the current year that the district may be certifying a levy and notice includes a complete list or other description of the tax parcels in the district. The district would include all city parcels. The resolution of intent needs to be given to Hennepin County by July 1. The intent of this levy gives direction to Hennepin County to set up a special district to allow for such levy in the future; and

WHEREAS, The HRA discussed the levy and budget on March 10, 2020 and at its April 21 Meeting.

BE IT RESOLVED by the HRA intends to consent to set up a special district for a HRA Housing District that would include all parcels in the City of Golden Valley.

Larry Fonnest, Chair

ATTEST:

Timothy J. Cruikshank, Executive Director