



HOUSING AND REDEVELOPMENT AUTHORITY MEETING MINUTES

Richfield, Minnesota
Regular Meeting
January 20, 2026

1. CALL TO ORDER

Acting Chair Hanson called the meeting to order at 7:00 p.m. in the Council Chambers.

2. ROLL CALL

HRA Present: Gordon Hanson, Acting Chair; Sean Hayford Oleary; Mary Supple.

HRA Excused: Erin Vrieze Daniels, Chair; John Young.

Staff Present: Melissa Poehlman, Executive Director; Julie Urban, Assistant Community Development Director; and Michelle Friedrich, City Clerk.

3. OPEN FORUM

Acting Chair Hanson gave instructions on how to participate in the open forum. No residents participated.

4. APPROVAL OF THE AGENDA

MOTION: made by Hayford Oleary, seconded by Supple to approve the agenda as presented.

Motion carried: 3-0

5. APPROVAL OF THE MINUTES

MOTION: made by Supple, seconded by Hayford Oleary to approve the minutes of the Housing and Redevelopment Authority meeting Minutes of November 17, 2025, as presented.

Motion carried: 3-0

6. PRESENTATION

None.

7. CONSENT CALENDAR

Executive Director Poehlman presented the consent calendar.

- a. Consider approval of a temporary permit allowing the Minnesota Department of Transportation to access properties owned by the Housing and Redevelopment Authority at 1600 and 1620 78th Street East to rebuild a sidewalk during the I-494 Project 2 construction.

MOTION: made by Hayford Oleary, seconded by Supple, to approve the consent calendar as presented.

Motion carried: 3-0

8. CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR

None.

9. PUBLIC HEARINGS

None.

10. RESOLUTION(S)

None.

11. OTHER BUSINESS

- a. Consideration of a Professional Services Agreement with VEAP to provide funding for emergency rental assistance and the related navigation and servicing of the program, using \$50,000 in Local Affordable Housing Aid.

Assistant Community Development Director Urban presented the item and noted during the COVID-19 pandemic, VEAP provided emergency rental assistance in partnership with the HRA and later through county and state funding. Assistant Community Development Director Urban reviewed the pandemic-era resources are ending, and funding is expected to decline significantly in 2026. She added VEAP was not selected as a county service provider, raising concerns about reduced access and effectiveness for Richfield residents.

Assistant Community Development Director Urban explained VEAP has requested community support to help fill the funding gap. Staff recommend allocating \$50,000 in Local Affordable Housing Aid (LAHA) to VEAP to provide up to three months of rental assistance for households earning up to 50% of AMI, with 15% of the funds used for navigation and service-related support, as allowed by statute. She noted VEAP estimates the funding could assist 10–30 households, and demand is expected to increase in the near term.

HRA and staff discussion clarified that the proposed rental assistance is not age-restricted and is open to all eligible households, including seniors. Staff confirmed that approving this action does not limit the City’s ability to provide additional funding in the future, noting that over \$250,000 in uncommitted LAHA funds remain available. Staff noted the initial funding level was intended as a starting point, with reassessment anticipated as needs evolve. Staff also explained that LAHA funds may be used to expand housing assistance efforts but may not supplant existing funding. Assistant Community Development Director Urban noted, in this case, the proposed rental assistance qualifies as a new use of funds and is eligible under LAHA requirements.

MOTION: made by Supple, seconded by Hayford Oleary to approve a Professional Services Agreement with VEAP to provide funding for emergency rental assistance and the related navigation and servicing of the program, using \$50,000 in Local Affordable Housing Aid.

Motion carried: 3-0

12. EXECUTIVE DIRECTOR REPORT

Executive Director Poehlman noted no report at this time.

13. HRA DISCUSSION ITEMS

HRA raised concerns about small businesses experiencing reduced hours or temporary closures due to worker and customer safety concerns related to increased immigration enforcement. Staff acknowledged these impacts, noting approximately 10 temporary business closures and additional hourly reductions. Staff reported ongoing efforts to assess economic impacts, including outreach to affected businesses, coordination with peer communities, and consultation with legal counsel regarding potential assistance options. Staff noted while direct business assistance is complex, the rental assistance through VEAP may provide indirect support to impacted business owners and employees. Staff will continue evaluating options and gathering information.

14. APPROVAL OF CLAIMS

MOTION: made by Hayford Oleary, seconded by Supple, to approve claims:

<u>U.S. BANK</u>	<u>12/15/2025</u>
HRA Checks# 37310-37325	\$97,558.89
Section 8 Checks# 137314-137396	\$225,737.18
TOTAL:	<u>\$323,296.07</u>

<u>U.S. BANK</u>	<u>1/20/2026</u>
HRA Checks #37330-37352	\$287,310.97
Section 8 Checks# 137397-137477	\$227,702.31
TOTAL:	<u>\$515,013.28</u>

Motion carried: 3-0

15. ADJOURNMENT

This meeting was adjourned by unanimous consent at 7:14 p.m.

Date Approved: February 17, 2026

Michelle R. Friedrich

Michelle Friedrich
City Clerk

Gordon Hanson

Gordon Hanson
HRA Acting Chair

Melissa Poehlman

Melissa Poehlman
Executive Director