



Richfield Housing and Redevelopment Authority Minutes

July 20, 2026

Richfield Municipal Center

Council Chambers

6700 Portland Avenue South

1. **Call to Order**

The meeting was called to order by Chair Hanson 7:00 p.m. in the Council Chambers.

2. **Roll Call**

Members Present: Gordon Hanson, Chair; Sean Hayford Oleary; Mary Supple; John Young; and Brett Stursa.

Members Excused:

Staff Present:

Melissa Poehlman, Executive Director; Julie Urban, Assistant Community Development Director; Friedrich, City Clerk.

3. **Open Forum**

- a. **Participants can share their comments in person, by voicemail, or email, and may also request to participate in the meeting. For more information on submitting comments, refer to the Housing and Redevelopment Authority Agenda and Meeting Information on the City's Website.**

4. **Approval of the Agenda**

MOTION: made by Commissioner Young, seconded by Commissioner Supple to approve the agenda as presented.

Voting Aye: Hayford Oleary, Supple, Hanson, Young, and Stursa.

Motion carried: 5:0

5. **Approval of Minutes**

- a. **Approval of the Minutes of the Regular Housing and Redevelopment Authority Meeting of May 18, 2026.**

MOTION: made by Commissioner Stursa, seconded by Commissioner Hayford Oleary to approve the Housing and Redevelopment Authority Regular Meeting Minutes from May 18, 2026.

Voting Aye: Hayford Oleary, Supple, Hanson, Young, and Stursa.

Motion carried: 5:0

6. **Presentations**

7. **Consent Calendar**

8. **Consideration of Items, if Any Removed From Consent Calendar**

9. **Public Hearings**

10. **Resolutions**

11. **Other Business**

- a. **Consideration of a policy for use of the 4d (1) tax classification as a tool to create and preserve affordable housing.**

Assistant Community Director Urban presented item 11a, Consideration of a Policy for Use of the 4d (1) Tax Classification. The HRA reviewed the proposed 4d (1) tax classification policy, emphasizing Richfield's commitment to preserving affordable housing while balancing the tax impacts on the city and taxpayers. The policy establishes 4d (1) as a tool of last resort, prioritizing rehabilitation of naturally occurring affordable housing and projects that meet key housing priorities; for new construction, considered only after other financing sources are exhausted and when financially beneficial to the city. Staff noted that the HRA approved the policy on June 9, and the HRA was asked to ratify and apply it when making financial decisions that affect eligibility, with such decisions also subject to City Council consideration.

The HRA expressed appreciation for staff's work developing and explaining the 4d (1) policy and supported its use as a tool of last resort, with greater emphasis on preservation than new construction. The HRA noted that the policy provides structure and flexibility while balancing affordable housing goals with impacts on the city's tax base, and emphasized that the Council will ultimately be responsible for applying the policy and making final decisions.

MOTION: made by Supple, seconded by Hayford Oleary, to adopt a resolution ratifying a policy governing the use of the 4d (1) tax classification to help create and preserve affordable housing.

Voting Aye: Hayford Oleary, Supple, Hanson, Young, and Stursa

Motion carried: 5-0

12. **Executive Director's Report**

Executive Director Poehlman provided updates on the Bring It Home program, noting that applications and school-to-work programs are being reviewed, with a waiting list expected to be established soon, and the first vouchers/payments anticipated by September. Executive Director Poehlman noted the application period is expected to reopen in September, with an anticipated issuance of \$699,000 in 2025, and based on cost-burdened households and 2024 American Community Survey data.

13. **HRA Discussion Items**

No discussion items.

14. **Approval of Claims**

<u>U.S. BANK</u>	<u>X/XX/2026</u>
HRA Check #'s 37397-37408	\$000,000.00
Section 8 Check #'s 137799-137876	\$000,000.00
TOTAL:	<u>\$000,000.00</u>

MOTION: made by Commissioner Hayford O'Leary, seconded by Stursa to approve the claims as presented.

Voting Aye: Hayford O'Leary, Supple, Hanson, Young, and Stursa.

Motion carried: 5:0

15. **Adjournment**

The Housing and Redevelopment Authority meeting adjourned with unanimous consent at 7:13 p.m.

Date Approved: August 17, 2026

Hanson
HRA Chair

Michelle Friedrich
City Clerk

Melissa Poehlman
Executive Director