

**MINUTES OF THE  
SCHEDULED REGULAR MEETING  
OF THE COMMISSIONERS OF THE  
HOUSING AND REDEVELOPMENT AUTHORITY OF DULUTH, MINNESOTA  
HELD ON THE 29<sup>TH</sup> DAY OF OCTOBER, 2019**

The Commissioners of the Housing and Redevelopment Authority of Duluth, Minnesota, met in a Scheduled Regular Meeting in the Community Room located on the Second Floor of King Manor, 222 East Second Street, Duluth, Minnesota at 3:30 P.M. on the 29<sup>th</sup> day of October, 2019.

Chair Talarico called the meeting to order and on roll call the following members were found to be present: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress. Commissioners Glumac and Cich were absent. The Chair declared a quorum present.

Also present were Jill A. Keppers, Executive Director; staff members Cindy Weiske, Carol Schultz, Lenelle Hrabik, Bridget Brine, and Maureen Zupancich; Chris Virta, Legal Counsel; Jason Hale, City of Duluth/HRA; Barb Findley, President of the King Manor Residents' Club; and Ann Abraham, Secretary of the King Manor Residents' Club.

**SCHEDULED PUBLIC HEARINGS**

None.

**UNFINISHED BUSINESS**

None.

**CONSENT AGENDA:**

The following items were introduced by Commissioner Sipress:

**MINUTES OF THE SCHEDULED REGULAR MEETING OF SEPTEMBER 24, 2019**

**FINANCIAL REPORT FOR PERIOD ENDING SEPTEMBER, 2019**

**RESOLUTION NO. 3998-19  
DETERMINING EXCESS LAND**

**RESOLUTION NO. 3999-19  
AUTHORIZING THE DIRECT CONTINGENT SALE OF LOT 11, BLOCK 5 HAWK  
RIDGE ESTATES TO ERIK HUBER AND KATHERINE ELIZA HUBER BY THE  
HOUSING AND REDEVELOPMENT AUTHORITY**

**RESOLUTION NO. 4001-19  
AUTHORIZING SUBMISSION OF AN APPLICATION TO THE HUD SPECIAL  
APPLICATIONS CENTER FOR DISPOSITION APPROVAL OF A VACANT  
PUBLIC HOUSING DUPLEX AT 9 & 11 S. 16<sup>TH</sup> AVENUE EAST**

**RESOLUTION NO. 4002-19**  
**AUTHORIZING SUBMISSION OF AN APPLICATION TO THE HUD SPECIAL APPLICATIONS CENTER FOR DISPOSITION APPROVAL OF A VACANT PUBLIC HOUSING LOT AT 2725 WEST FOURTH STREET**

**RESOLUTION NO. 4003-19**  
**AUTHORIZING SUBMISSION OF AN APPLICATION TO THE HUD SPECIAL APPLICATIONS CENTER FOR DISPOSITION APPROVAL OF A VACANT PUBLIC HOUSING LOT AT 1210 N. 57<sup>TH</sup> AVENUE WEST**

**RESOLUTION NO. 4004-19**  
**APPROVING THE BORROWING OF GENERAL OBLIGATION BOND FUNDS FROM THE MINNESOTA HOUSING FINANCE AGENCY FOR THE RAMSEY MANOR PLUMBING RENOVATION PROJECT**

Commissioner Sipress asked for clarification on how the two lots came to be owned by the Authority. The Executive Director explained that these were casualty losses from public housing.

Commissioner Sipress moved the foregoing items be approved as introduced. Commissioner Nephew seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress  
Nays: None

The Chair declared the motion carried and said items approved as introduced and read.

**DISCUSSION ITEMS**

**RESOLUTION AUTHORIZING AGREEMENT WITH GENERAL DRIVERS, WAREHOUSEMEN, HELPERS, AND INSIDE EMPLOYEES LOCAL 346 CONFIDENTIAL UNIT**

The Executive Director explained that the Teamsters Confidential Unit had voted to ratify their contract and it was being presented to the board for approval. The unit will receive a 1% increase in both 2020 and 2021 with an addition ½ % paid semi-annually in 2020. It also adds the position of Senior Executive Assistant at a Class 9.

After the Executive Director answered commissioners' questions the following resolution was introduced by Commissioner Sipress:

**RESOLUTION NO. 3993-19**  
**RESOLUTION AUTHORIZING AGREEMENT WITH GENERAL DRIVERS, WAREHOUSEMEN, HELPERS, AND INSIDE EMPLOYEES LOCAL 346 CONFIDENTIAL UNIT**

Commissioner Sipress moved that the foregoing resolution be approved as introduced.  
Commissioner Gilbert seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

### **RESOLUTION APPROVING FLAT RENTS FOR PUBLIC HOUSING**

The Executive Director explained that this was similar to the resolution recently before the board approving flat rents for public housing at Harbor Highlands. She explained that flat rents are generally utilized by residents at or above 80% area median income who would not be eligible for the program if they applied today. She explained that staff took into account the payment standards, fair market rents, current flat rents, and utility allowances to come up with the recommendation before the board today which is an increase in flat rents at the high rise apartments and no increase or decrease to the scattered site units.

The following resolution was introduced by Commissioner Sipress:

#### **RESOLUTION NO. 3994-19 RESOLUTION APPROVING FLAT RENTS FOR PUBLIC HOUSING**

Commissioner Sipress moved that the foregoing resolution be approved as introduced.  
Commissioner Gilbert seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

### **RESOLUTION APPROVING THE SALE OF REAL PROPERTY TO PARTIES AWARDED THROUGH THE CITY OF DULUTH'S RE-BUILD DULUTH PILOT PROGRAM**

The Executive Director explained that the Mayor is planning to kick off the Re-Build Duluth program. This is a competitive program where builders, developers, architects, or others can submit their creative idea for building in-fill affordable housing. The city needs lots for this purpose, so the Executive Director recommended that the board approve the sale of these lots to the selected builder. Additional lots are being put into the program by the city. These are lots the HRA owns and are not related to public housing, thus do not have a declaration of trust attached to them.

Commissioner Sipress asked if there was a plan for long term affordability past the first buyer of the home. Jason Hale, Senior Housing Developer, explained that there is a scoring matrix that is heavily weighted to affordability. Commissioners had additional discussion on the value of having a mix of housing in the neighborhoods where these lots were located and the positive impact that would have on the neighborhood, and balancing that with potential gentrification.

The Executive Director added that we anticipate there being applications which show a mix of market rate and affordable where a builder could build a market rate house to subsidize the building of an affordable house.

Chair Talarico suggested adding our role in relationship to gentrification to the board retreat on November 9.

After the Executive Director answered Commissioner's questions the following resolution was introduced by Commissioner Nephew:

**RESOLUTION NO. 3995-19**  
**RESOLUTION APPROVING THE SALE OF REAL PROPERTY TO PARTIES**  
**AWARDED THROUGH THE CITY OF DULUTH'S RE-BUILD DULUTH PILOT**  
**PROGRAM**

Commissioner Nephew moved that the foregoing resolution be approved as introduced. Commissioner Boshey seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

**RESOLUTION AUTHORIZING THE DISSOLUTION OF THE BUILD UP DULUTH PROGRAM**

The Executive Director explained that with the introduction of the Mayor's program Re-Build Duluth, she was recommending dissolving the HRA's Build Up Duluth program. Build Up Duluth was a great idea to incent in-fill housing in the hillside. However, when Minnesota Housing would not fund the value gap because it was quite large, this made it hard for the program to succeed. We were able to find builders to build two model homes at cost, but the only new construction home that was feasible under this model was one where the owner himself was the builder. Otherwise, potential residents wanting to build with traditional contractors were unable to get funding without the value gap money. The Executive Director added that the part of the program that was successful was the forgivable money to incent owner occupants of small rental properties to buy in the hillside and rehab their units. However, this was providing a great amount of subsidy to a very few and she felt the best use of the dollars was to focus on the in-fill new construction part of the program. She was recommending to the board today that they partner on the Re-Build Duluth program instead of holding on to Build Up Duluth.

After answering Commissioners' questions, the following resolution was introduced by Commissioner Sipress:

**RESOLUTION NO. 3996-19**  
**RESOLUTION AUTHORIZING THE DISSOLUTION OF THE BUILD UP DULUTH PROGRAM**

Commissioner Sipress moved that the foregoing resolution be approved as introduced. Commissioner Gilbert seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

**RESOLUTION APPROVING THE REAL ESTATE DEVELOPMENT FINANCIAL CONSULTANT FOR AFFORDABLE OR MIXED INCOME HOUSING AT HARBOR HIGHLANDS**

The Executive Director explained that the RFP for the Real Estate Development Financial Consultant closed on Friday, October 25. Two proposals were received and both were excellent. The scoring committee reviewed and scored the applications. Rippley Richard and the Landon Group were the two companies that responded. The scoring committee ranked Rippley Richard the highest, the primary difference being the amount of work that Rippley Richard has done in Duluth. The not-to-exceed amount was determined by the Executive Director calling our development partners to see what they budget for this service for their tax credit applications.

Commissioner Talarico commented that he was happy to see we had multiple responses, and that we had refined our RFP process.

The following resolution was introduced by Commissioner Sipress:

**RESOLUTION NO. 3997-19**  
**RESOLUTION APPROVING THE REAL ESTATE DEVELOPMENT FINANCIAL CONSULTANT FOR AFFORDABLE OR MIXED INCOME HOUSING AT HARBOR HIGHLANDS**

Commissioner Sipress moved that the foregoing resolution be approved as introduced. Commissioner Boshey seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

**RESOLUTION AUTHORIZING AN EXCEPTION TO THE SECTION 8 ADMINISTRATIVE PLAN**

The Executive Director explained that the HRA's Administrative plan is approved by the Board and guides the way the HRA handles rent subsidy programs. Part of that plan says that if an applicant owes the HRA money from public housing or section 8, that they are not eligible to re-join any of our programs until that debt is paid off. Today she is asking the board for an exception to the policy for three individuals residing at the Esmond. Their debts to the HRA range from \$1,000-\$3,000 approximately. Because of their debt, they are not eligible to move to Garfield Square and receive a project based voucher. All three have agreed to repayment agreements and will make payments toward their debt in addition to their rent payment. She is asking the board for an exception today, so that we can move residents to the Garfield Square (provided they meet all other eligibility requirements) without displacement wherever possible.

Discussion was had by commissioners about the options including forgiving the debt, requiring the repayment agreement, and ensuring that the repayment agreements fall inside their budget and what they can afford. It was agreed that the HRA would treat the repayment agreement the way they set limits on the amount of gross income that can go toward rent. These residents will pay 30% of their income for rent, but they can spend up to 40% in certain instances. Therefore, the repayment agreement will not put these residents over 40% of their income towards rent.

The following amendment was introduced by Commissioner Talarico:

**RESOLUTION NO. 4000-19  
AUTHORIZING AN EXCEPTION TO THE  
SECTION 8 ADMINISTRATIVE PLAN**

**WHEREAS**, the Housing and Redevelopment Authority of Duluth, Minnesota, ("Authority") administers a Section 8 program, and

**WHEREAS**, exceptions to the policies that govern this program must be approved by the Authority Board of Commissioners, and

**WHEREAS**, the Administrative Plan currently prohibits allowing applicants who owe money to the Authority from receiving a Housing Choice or Project Based Voucher; and

**WHEREAS**, the Authority is the owner of the Esmond Building and desires to allow residents of the Esmond to move to the newly constructed Garfield Square if the residents so choose; and

**WHEREAS**, Garfield Square has only two options for rental assistance for residents – Housing Supports or Project Based Vouchers; and

**WHEREAS**, three current residents of the Esmond owe money to the Authority; and

**WHEREAS**, all three residents are required to enter into repayment agreements for the money owed, and that their rent plus repayment agreement will not be over 40% of their income; and

**WHEREAS**, the Authority desires to allow a repayment plan to residents at the Esmond who currently owe money to the Authority so they may move to Garfield Square and receive project based rental assistance if all other eligibility requirements are met.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners finds it is necessary to make an exception to the Administrative Plan policy requiring new participants to be current on any debt owed to the Authority so that three residents of the Esmond will be required to enter into a repayment agreement to receive a Project Based Voucher at Garfield Square providing all other eligibility requirements are met.

Commissioner Talarico moved that the foregoing amendment be approved.  
Commissioner Boshey seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and the amendment approved.

Following the approval of the amendment, the following resolution was introduced by Commissioner Gilbert:

**RESOLUTION NO. 4000-19  
AUTHORIZING AN EXCEPTION TO THE  
SECTION 8 ADMINISTRATIVE PLAN (amended)**

Commissioner Gilbert moved that the foregoing resolution be approved as amended.  
Commissioner Boshey seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as amended and read.

**RESOLUTION APPROVING MODIFICATIONS TO THE PUBLIC HOUSING  
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)**

The Executive Director explained that the board approves the ACOP to guide how the HRA operates our Public Housing programs. Today she is recommending modifications to clarify processes and help our applications and housing specialist personnel ensure that every applicant is treated fairly throughout the process.

- 1) Staff is proposing shortening the time where applicants have to turn in missing documents.
- 2) Staff is proposing changing “location” to “AMP” with regard to unit offerings – we run into trouble with AMP 2 having smaller buildings and thus not getting files; or we run into issues where Tri-Towers for example will get the same file back three times so the applicant has only one high rise to choose from.
- 3) Staff is recommending extending the time for families to respond to allow for mail delays and to ensure processes are easy to follow and understand for both applications and housing specialist staff.

Discussion was had by commissioners about concerns with shortening the timeframe to turn in documents. Staff answered questions explaining that approximately two weeks before the initial appointment the applicant is sent a letter with a list of documents to bring. The 7-day recommendation is to be able to gather the documents they have forgotten or missed at the time of the appointment. It was also explained that extensions are granted if the applicant needs time or is having trouble securing a document. The process should speed up getting applicants through the process and thus housed more quickly.

Commissioner Sipress asked that staff watch for unintended consequences with regard to shortening the time frame to turn in documents.

After answering Commissioners’ questions, the following resolution was introduced by Commissioner Boshey:

**RESOLUTION NO. 4005-19  
RESOLUTION APPROVING MODIFICATIONS TO THE PUBLIC HOUSING  
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)**

Commissioner Boshey moved that the foregoing resolution be approved as introduced. Commissioner Nephew seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

**RESOLUTION AUTHORIZING INTERNAL LOAN IN CONNECTION WITH  
DECKER DWELLINGS DEVELOPMENT TAX INCREMENT FINANCING DISTRICT**

The Executive Director explained setting up an internal loan for TIF district creation expenses is part of the TIF process. Chris Virta further explained that the internal loan is the process by which a municipality can advance funds early in the process and be able to preserve its ability to be reimbursed through the tax increment.

After answering Commissioners’ questions, the following resolution was introduced by Commissioner Nephew:



**RESOLUTION NO. 4006-19**  
**RESOLUTION AUTHORIZING INTERNAL LOAN IN CONNECTION WITH**  
**DECKER DWELLINGS DEVELOPMENT TAX INCREMENT FINANCING DISTRICT**

Commissioner Nephew moved that the foregoing resolution be approved as introduced.  
Commissioner Gilbert seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the motion carried and said item approved as introduced and read.

**COMMUNICATIONS/CORRESPONDENCE**

The Executive Director reported that in Commissioners' green folders were the schedules for the Lincoln Park and Rainbow Centers. Several housing-related articles were also included in the board packet. Additionally, she included information on repositioning and would like to include this type of information for Commissioners moving forward to help educate as we move this process along. These particular documents related to St. Paul's no-debt RAD conversion which keeps public ownership. The Executive Director also pointed out to the board that the performance review documents were enclosed in the Manilla envelope, and asked that they turn in the one page with the Likert scale and comments to Chair Talarico.

**OTHER BUSINESS**

J. Forrest joined the meeting via phone and gave Commissioners an overview of what to expect at the Board Retreat on November 9<sup>th</sup>. He also reviewed the pre-work to be done by Commissioners and Directors by November 6<sup>th</sup> to help the process be as efficient as possible. J. Forrest then answered Commissioners' questions about the process. The Executive Director also reviewed logistics for the retreat.

**REPORTS OF COMMITTEES**

*Rehab Advisory Committee:* The Rehab Advisory Committee had not met.

*Finance Committee:* The Finance Committee had not met.

**BUSINESS BY COMMISSIONERS**

Board Dashboard

The Executive Director reviewed the dashboard with Commissioners and commented on progress on the strategic plan goals.

Goal 1 –

- Resolution to discontinue the Build Up Duluth program and partner with the City on the Re-Build Duluth program.
- Received an extension from MHFA for our Exterior Rehab program to allow for an extra construction season to expend the funds.

- Launch meeting for Ramsey Manor Window Project.

Goal 2 –

- Job description is complete for the Service Coordinator and we anticipate advertising in November.

Goal 3 –

- Closed on one lot at Hawk Ridge, and brought one additional lot to the board on a purchase agreement.
- Met with MN-OZA and the City Housing Team on Esmond and next steps.
- Issued the RFP for a Real Estate Development Finance Consultant and the top scored applicant was approved by the board today.

Goal 4 –

- Filled the front desk position, and advertised for the Senior Executive Assistant position.

Goal 5 –

- Started a radio campaign for HRA rehab programs.
- Utilizing website for employment and rehab advertising.
- Preparations are moving ahead for the legislative session – both Homes For All and MN NAHRO
- Attended the CAD Dream Big Event and the CHUM Street Outreach Event. Met with Minnesota Housing Commissioner Ho at the Grand Opening of the White Pines Apartments where the Cloquet HRA was a co-developer.
- Newspaper coverage on homeless issues with HRA quoted.

#### Board Member and Staff Relationships

The Executive Director introduced the existing procedure and opened it up for discussion.

Commissioner Nephew started the discussion by saying that she had never been on a board where limits on communication between staff and commissioners was the case. Commissioner Sipress agreed that this policy gives him concerns about limiting commissioners and staff from talking to each other without going through the Executive Director.

Commissioner Sipress reported that his research has shown that years ago there were issues where the HRA board was overstepping their boundaries and getting involved in the day to day operations of the Authority and causing problems. The Executive Director stated that this was her understanding as well, and that this procedure was adopted prior to 1994. That Commissioners would walk the halls and cause confusion among staff about who they report to.

The Executive Director made a recommendation that they could add a section relating to reporting to the board if there are concerns about fraud, waste, or abuse at the HRA such as a whistleblower clause. Commission Sipress thought this may go too far, and that there was value for board members and staff to have appropriate conversations.

Commissioner Boshey spoke about his role as the Resident Commissioner and the appropriate boundaries he keeps between himself and staff. He makes sure he tells employees that he is speaking to them as a resident, not a commissioner. Same with residents – he tells them to go through the chain of command with the staff.

Commissioner Talarico asked if there was a request of the Director. Commissioner Nephew thought the policy should be re-written to allow staff to tap into the expertise of commissioners

and not have to go through the Executive Director or the Department Director. Commissioner Talarico suggested opening up the procedure to make updates. The Executive Director stated that she was willing to look at language to update the policy. Commissioner Sipress wanted to see clear rules and a clear orientation with new commissioners, and eliminate the uncertainty and doubt of whether a conversation is permissible if a commissioner runs into an employee.

Commissioner Nephew wants the policy to respect the professionalism of the commissioners to know when comments are just venting versus items that need to be brought to the Executive Director.

Commissioner Talarico relayed some history as well as to how this policy came to be, and the Executive Director agreed to look at the policy to make it more modern and take commissioners' concerns into account.

## **REPORT OF THE EXECUTIVE DIRECTOR**

The Executive Director reported on meetings this month regarding the Esmond redevelopment project – this included Jamie Stoplestad, the city development team, and our legal team on next steps.

She also met with our City housing team and with our stakeholder housing team. JPE had a meeting as well to set rates for health and dental insurance for the upcoming year, and we are seeing a 10% health insurance increase. She continues to serve on the MN NAHRO legislative committee and participate in their bi-weekly phone meetings.

The Executive Director and Director of Rent Subsidy met with Will Wilson, the CoC Coordinator for Saint Louis County, on the Coordinated Entry renewal. Additionally, a meeting with St. Louis County regarding youth homeless vouchers is scheduled. Other partner meetings included those with Jodi Slick and Lee Stuart, as well as continuing to be Secretary to the Affordable Housing Coalition.

The Executive Director along with Rehab staff wrote for and received an extension from MN Housing for our Exterior Rehab program. The hope is to fully expend those dollars in the next construction season. A radio campaign has started to complement the direct mail campaign. Additionally, permission was received from legal counsel to work with Community Action Duluth on potentially utilizing Great Lakes Development for a job training program for the construction trades. She will keep Commissioners posted as this develops as the board of Great Lakes will have to approve this plan when pulled together.

The Executive Director reported on two visits to St. Paul this month. Once was for a Section 8 visit to Met Council to learn about their processes and how they handle large caseloads and keep up with compliance. Another was for the POHP Launch meeting for the Ramsey window project at Minnesota Housing. While in the Cities, she and staff went over to the Minneapolis PHA to see the showers they are installing to help make a product decision on the waste line and bathroom project at Ramsey Manor.

The Executive Director reported that she was invited to and attended a regional workshop put on by MN Department of Human Services to lend expertise to improving service access with a focus on housing. She also attended the Grand Opening of the White Pine Apartments (a LIHTC project in Cloquet – the Cloquet Housing Authority was a development partner in this project).

While there she was able to meet briefly with Minnesota Housing Commissioner Ho who was in attendance.

Internally, the Safe Driving Class was held. A meeting was held with a Community Member to learn more about Co-housing models (Lee Pederson). A UMD student visited the office for an interview on homelessness in Duluth. Kate Bradley was brought in to lend additional insight to this issue for the student.

The Labor – Management Committee met and AFSCME negotiations have started. Administrative Assistant interviews and selection occurred this month, and the job opportunity was posted for the Senior Executive Assistant position (which closes on Nov. 1). Additionally, the Executive Director reported that they are trying a new sharing of a maintenance supervisor between Tri Towers and Midtowne Manor. The hope is this process works smoothly and allows for more efficiency at Midtowne Manor.

Staff and Legal Counsel continue to diligently plug away at the HH Phase I closing. HUD has preliminarily approved the deal. Currently we are working though language with MHFA.

Finally, the synagogue has contacted the HRA. They will be tearing down and cleaning up the lot up the hill next to Grandview Manor. They don't plan to rebuild and want to know if the HRA is interested in purchasing the lot. We could use it for tenant or employee parking or green space or a combination of the two. The Executive Director wanted to know if the board wanted her to make an offer and if they had feedback on a dollar amount. The temple is going to accept offers from a variety of interested parties and take the best one. It is a pretty big space. She said she suspected the value for the lot alone would be around \$25,000. The Executive Director thought perhaps Commissioner Nephew may have some input as to an appropriate price.

Commissioners and staff discussed possible uses and what the need by the HRA would be. Overall, the thought was that this was a good opportunity to look into.

## **REPORT OF LEGAL COUNSEL: MONTHLY ACTIVITIES**

Chris Virta reported that the primary legal activities this month were related to the Harbor Highlands Phase I purchase and the Development Agreement for the Decker Dwellings project.

## **ADJOURNMENT**

There being no further business to come before the Board, Commissioner Boshey moved the meeting be adjourned. Commissioner Nephew seconded the motion.

Roll was called with the following results:

Ayes: Commissioners Talarico, Boshey, Gilbert, Nephew, and Sipress

Nays: None

The Chair declared the meeting adjourned at 5:00 P.M.

Michael Jalaric

Chair

ATTEST:

Dore R. [Signature]

Secretary

Next Scheduled Regular Meeting – November 26, 2019