



Board of County Commissioners Agenda Request

4B

Agenda Item #

Requested Meeting Date: October 28, 2025

Title of Item: Appointment of County Commissioner Liaison to HRA Board

☒ REGULAR AGENDA

☐ CONSENT AGENDA

Action Requested:

☒ Approve/Deny Motion

☐ Adopt Resolution (attach draft)

☐ Hold Public Hearing **provide copy of hearing notice that was published*

☐ Direction Requested

☐ Discussion Item

☐ Information Only

Submitted by:

Teresa Smude, Executive Director

Department:

Aitkin County HRA

Presenter (Name and Title):

Teresa Smude, Executive Director

Estimated Time Needed:

5 minutes

Summary of Issue:

The Aitkin County Housing and Redevelopment Authority (HRA) requests that the County Board of Commissioners designate one of its members to serve as liaison to the HRA board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to appoint a County Commissioner to serve as liaison to the Aitkin County HRA Board.

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☒ No

What is the total cost, with tax and shipping? \$

Is this budgeted? ☐ Yes ☐ No

Please Explain:

County Commissioner Liaison to the Housing and Redevelopment Authority of Aitkin County Board

Purpose:

The County Commissioner Liaison serves as the official representative of the County Board of Commissioners to the Housing and Redevelopment Authority of Aitkin County (HRA). The position exists to facilitate effective communication, coordination, and policy alignment between the County Board and the HRA Board.

Scope of Role:

The liaison provides a direct channel for the exchange of information and perspectives between the two governing bodies. The liaison's role is advisory in nature and does not include administrative or supervisory authority over HRA operations, staff, or programs.

Duties and Responsibilities:

1. **Participation:** Attend meetings of the HRA Board and participate in discussions to remain informed of the Authority's activities, programs, and financial matters.
2. **Reporting:** Provide regular updates to the County Board regarding HRA initiatives, accomplishments, and issues of mutual concern.
3. **Communication of Priorities:** Convey County Board goals, policy directions, and strategic housing or redevelopment objectives to the HRA Board.
4. **Coordination:** Promote collaboration and consistency between County and HRA efforts to address local housing, community development, and economic revitalization needs.
5. **Advisory Function:** Offer input and guidance on matters of countywide significance while recognizing the HRA's statutory independence and operational authority.

Voting Status:

Unless formally appointed by the County Board of Commissioners as a member of the HRA Board in accordance with **Minnesota Statutes, Section 469.006**, the County Commissioner Liaison serves in a **non-voting advisory capacity**.

Selection and Term:

The County Board of Commissioners shall designate one of its members to serve as liaison to the HRA Board. The liaison shall be appointed by motion or resolution of the County Board at its annual organizational meeting or as otherwise determined by the Board. The liaison shall serve at the pleasure of the County Board, with the term customarily aligned to the calendar year or until a successor is appointed.