

**Faribault Housing and Redevelopment Authority**  
**Meeting Minutes**  
Monday, September 10, 2018

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**1. Call to Order / Approval of the Agenda**

Kennedy called the meeting to order at 6:00 p.m. in the First Floor Public Meeting Room at Faribault City Hall.

**Members Present:** Brendan Kennedy, Matt Speckhals, Eric Merrill, Gary Lazarz, Zulema Delgado and Loni Streefland

**Members Absent:** Janna Viscomi

**Staff Present:** Community Development Coordinator Kim Clausen;

**2. Minutes**

**A. Minutes of August 13, 2018**

A motion was made by Merrill and seconded by Lazarz to approve the August 13, 2018 regular meeting minutes as presented. Motion passed unanimously.

**3. Program Reports** –Kim Clausen, Community Development Coordinator presented the reports.

**A. Mobile Home Buyout Program**

A home in Evergreen Estates was acquired and the demolition is scheduled for the second week of September.

Motion was made by Lazarz and seconded by Streefland to receive and file the report as submitted. Motion passed unanimously.

**B. Monthly Loan Status Report**

Loan status reports for 245, 246 and 247 were reviewed.

Staff provided information on a housing rehab loan where the borrower facing foreclosure. This same borrower was facing foreclosure last year and was able to redeem the property. Staff was seeking direction on how to proceed. The home is in Morristown. There was discussion about the HRA taking action to redeem the property but most commissioners wanted to wait for the foreclosure process to play out.

Motion was made by Streefland and seconded by Lazarz to delay taking any action on this delinquent loan at this time. Motion passed unanimously.

Motion was made by Streefland and seconded by Lazarz to receive and file the report as submitted. Motion passed unanimously.

**C. Mobile Home Painting Program**

Kryzer Painting has met with the homeowners to select paint colors and discuss logistics. Homeowners have signed and submitted participant waivers for the program. Powerwashing and painting should start soon.

Motion was made by Lazarz and seconded by Merrill to approve Kryzer Painting as the contractor for the program and authorized the Executive Director and Chairperson to execute an agreement for the work. The motion passed unanimously.

#### **D. Housing Rehab Loan Program**

No new loan requests have been received. All projects are in progress, some have been completed.

Motion was made by Streefland and seconded by Speckhals to receive and file the report as submitted. Motion passed unanimously.

#### **4. Property Reports – Kim Clausen, Community Development Coordinator presented the reports.**

##### **A. Robinwood Manor**

###### July 2018 Program Report

July occupancy was at 96% with one unit turning over. The biggest expenses included audit costs for \$2,000, flooring in several units for \$4,570 and unit turnovers for \$2,558.19.

Motion was made by Lazarz and seconded by Streefland to receive and file the monthly operating report as presented. Motion passed unanimously.

##### **B. Public Housing**

###### July 2018 Program Report

July occupancy was at 98% with no units turning over. The largest expenses included \$2,924, unit turnovers for \$933.03 and flooring replacement for \$975.

Motion was made by Merrill and seconded by Lazarz to receive and file the monthly operating report as presented. Motion passed unanimously.

##### **C. Scattered Sites Rental Housing**

###### July 2018 Program Report

July occupancy was at 100% with no units turning over. There were no unusual expenses.

Motion was made by Merrill and seconded by Streefland to approve the monthly operating report as presented. Motion passed unanimously.

#### **5. Items of Discussion**

##### **A. 2019 Preliminary Budget Discussion**

Staff presented preliminary 2019 programming and budget information for discussion. Commissioners were not in favor of expanding the corridor rehab program to rental properties; they prefer to deal with that through the rental inspection program. They would like to expand the program to include Willow and Division Street, while keeping 2<sup>nd</sup> Avenue as part of the program for an additional year. Commissioners reviewed the street improvement projects for 2019 but don't believe the targeted streets are in significant need of repairs.

The HRA does not want to fund the Downtown Housing Improvement Program in 2019 as has been suggested. They believe other agencies and boards are focusing on the downtown and that other areas of the community should be looked at for redevelopment and housing. Streefland noted the house on the NE corner of 2<sup>nd</sup> Avenue NW and Highway 3 is for sale and this might make a good area for redevelopment. The HRA agreed by consensus that staff should investigate a potential purchase of this building.

Staff again suggested a possible rehab program for the mobile home parks. Streefland is concerned about spending money on homes that quickly lose value or that are going to be demolished. Speckhals noted that many decks are not safe. There was some support for restricting such a program to life-safety items only, like furnaces and hot water heaters.

This item was for discussion only, no action was taken.

**B. HRA Housing Plan**

Staff presented a request by John Cameron for the HRA to draft a Qualified Action Plan as part of his application for housing tax credit assistance, in order to make his project more competitive. Commissioners were concerned about providing a plan on a short timeline for one developer. He seems to want a plan soon, but this plan would need to be long-term. The HRA agreed by consensus not to develop a Qualified Action Plan at this time.

**6. Adjourn**

A motion was made by Lazarz and seconded by Merrill to adjourn the meeting at 6:50 p.m. The motion passed unanimously.

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Brendan Kennedy, Chairperson

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Matt Speckhals, Vice Chairperson/Secretary

Respectfully Submitted,

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Kim Clausen, Community Development Coordinator