

**Faribault Housing and Redevelopment Authority
Meeting Minutes**

Monday, October 8, 2018

1. Call to Order / Approval of the Agenda

Kennedy called the meeting to order at 6:02 p.m. in the First Floor Public Meeting Room at Faribault City Hall.

Members Present: Brendan Kennedy, Matt Speckhals, Janna Viscomi, Gary Lazarz, and Loni Ahlers

Members Absent: Zulema Delgado and Eric Merrill

Staff Present: Community Development Coordinator Kim Clausen;

2. Minutes

A. Minutes of September 10, 2018

A motion was made by Ahlers and seconded by Lazarz to approve the September 10, 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

The closing was held for the purchase of one home in Evergreen Estates and the structure has been demolished. No new applications have been received.

Motion was made by Ahlers and seconded by Lazarz 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.

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

C. Mobile Home Painting Program

Pressure washing was scheduled to start in September, but the tornado and rainy weather have delayed the schedule.

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

D. Housing Rehab Loan Program

Staff reported that one of the previous loan recipients has asked if he can apply for an additional loan to reroof his house. His previous project was \$6,195 and is complete. Due to the time of year and the lack of available contractors, the project would have to be completed in 2019. Staff asked the HRA direction on this request. Commissioners indicated that since it is a new loan that a new application should be collected. They were supportive of the project occurring in 2019 but were concerned about allowing the participant to access an entirely new loan. A motion was made by Lazarz and seconded by Ahlers to allow the participant to apply for an additional loan, with the project to be completed in 2019, provided they pay an additional application fee, and the total loan amount between both projects does not exceed \$7,500. The motion passed unanimously.

Staff then asked Commissioners about their interest in using this fund to provide cleanup and/or home repair assistance to victims of the September tornadoes. Staff has not received any specific requests from storm victims for this type of assistance. Commissioners noted that people should have insurance to help cover the costs. The funds could be used up quickly, even though so far there has been little demand for such a program. The HRA agreed by consensus not to fund such a program, but that if specific requests are made those could be considered on a case-by-case basis.

Motion was made by Lazarz and seconded by Ahlers 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

August 2018 Program Report

August occupancy was at 98% with one unit turning over. The biggest expenses included unit turnovers for \$2,592.01, boiler repair for \$3,998.55 and refrigerator replacement for \$880.55. On September 21 a hot water pipe burst in one of the first floor hallways. The pipe was repaired, water extracted and sheetrock replaced and repaired in the ceiling.

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

B. Public Housing

August 2018 Program Report

August occupancy was at 98% with one unit turning over. The largest expenses included unit turnovers for \$5,752.30, appliance replacement for \$1,593 and water heater and sump pump replacement for \$44,450. Several large trees were uprooted at the Western Avenue site following the September 20 tornadoes. The trees have been cut up and removed.

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

C. Scattered Sites Rental Housing

August 2018 Program Report

August occupancy was at 100% with no units turning over. There were no unusual expenses. The tenant at 24 W Division Street has given a notice to vacate for October 31.

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

5. Items of Discussion

A. Rice County HRA Housing Study

The HRA briefly reviewed the Rice County HRA Housing Study that was completed by Widseth, Smith and Nolting consulting firm. Some concerns were noted with specific assertions in the study. Commissioners will more closely review the study and discuss it at the November meeting.

6. Adjourn

A motion was made by Lazarz and seconded by Ahlers to adjourn the meeting at 6:25 p.m. The motion passed unanimously.

Brendan Kennedy, Chairperson

Matt Speckhals, Vice Chairperson/Secretary

Respectfully Submitted,

Kim Clausen, Community Development Coordinator