

**Faribault Housing and Redevelopment Authority**  
**Meeting Minutes**  
Monday, June 10, 2019

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

Kennedy called the meeting to order at 6:59 p.m. in the First Floor Public Meeting Room at Faribault City Hall.

**Members Present:** Brendan Kennedy, Richard Olson, Narren Brown, Zulema Delgado and Matt Speckhals and Jonathan Wood

**Members Absent:** Loni Ahlers

**Staff Present:** Community Development Coordinator, Kim Clausen; Administrative Assistant I, Kari Casper

**Others Present:** None

**2. Minutes**

**A. Minutes of May 13, 2019.**

A motion was made by Olson and seconded by Brown to approve the May 13, 2019 regular meeting minutes as presented. Motion passed unanimously.

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

**A. Mobile Home Buyout Program**

Four homes were demolished in May, three in Evergreen Estates and one in Cannon River. Three billings were received, two of which were for the removal of the fire damaged homes. Clausen added that they two fire-damaged homes came in around \$10,000 each.

A motion was made by Wood and seconded by Speckhals to approve and file as presented. The motion carried on a 5/0 vote.

**B. Corridor Home Rehab Program**

Several applications have been distributed. One project has been approved and is complete

A motion was made by Olson and seconded by Speckhals to approve and file as presented. The motion carried on a 5/0 vote.

**C. Mobile Home Painting Program**

Five applications have been received. The painting contractor is meeting with homeowners to select paint colors and should start work soon. Olson asked how much is the average cost per unit and Clausen responded by stating between \$1,500 and \$1,700.

A motion was made by Brown and seconded by Wood to approve the program as presented. The motion carried on a 5/0 vote.

#### **D. Monthly Loan Status Report**

Loan status reports for 245, 246 and 247 were reviewed. Clausen reported that it's the same three.

Motion was made by Speckhals and seconded by Brown to receive and file the report as submitted. Motion carried on a 5/0 vote.

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

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

##### April 2019 Program Report

April's occupancy was at 94% with no units turning over and no units being filled. Units 112, 202 and 224 are vacant. The largest expenses in March included \$3,367.15 for unit turnovers and \$500 to haul snow. Olson wanted to know if the safety deposit was returned to the tenants in these units. Clausen responded that it often is in Robinwood but not so much in Public Housing. Clausen reported that there was no unusual activity; there was one termination of a lease and there was a hearing where she called in the assistance of a hearing office from Albert Lea to assist and she upheld our decision to termination the lease and the tenant will need to vacate.

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

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

##### April 2019 Program Report

March occupancy was at 98%. The largest expenses in March included \$3,220 for plowing and snow removal, \$4,894.86 for unit turnovers and \$650.00 for tree/stump removal and correcting water in basements for \$535.00. Clausen reported that she recently attended the NAHRO conference wherein they presented an Asset Repositioning for Public Housing and discussed four options. Clausen will do an analysis on the four options for HRA's public housing to use a different funding source and is hoping to have this information by the July meeting.

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

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

##### April 2019 Program Report

April's occupancy was at 100%. No units turning over. The largest expenses included property taxes for \$1,527.00. Clausen reported that Redefine Recovery did move out at the end of April and they are continuing to look for a location. The city presented that they could lease the old beauty shop across the street that the city acquired, however, they have not yet signed the lease.

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

Zulema Delgado arrived at approximately 7:15 p.m.

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

### **A. Tax Forfeited Property**

The HRA has been notified of a tax-forfeited property available for acquisition. The property is located at 1116 2nd Street NW and has an assessed value of \$87,400. Staff has not inspected the property and doesn't know anything about its condition or history. Clausen stated that in the past the HRA has worked with the Habitat for Humanity to acquire houses such as this. They have sixty (60) days as an HRA to place a bid on the property. The letter Clausen received from the county did not have a date on it but Clausen believes she received it on June 6<sup>th</sup>. Olson asked that she confirm that date and email back to the HRA the deadline. Brown was wondering what type of offer could the HRA make; he inquired about back taxes but that would only amount to approx. \$1,400. Clausen said that we would need to make at least a competing offer, maybe half of the value stated; however, the county would like to get as close to the estimated value as possible. Without seeing the actual condition of the home, it is hard to determine the value. Clause is going to do a walk-through with the building inspector and see what type of repairs are needed to make the home a viable investment; she will then report back to the HRA with the recommendations. Potential uses were suggested, i.e. Brown stated that there would be a possibility of collaborating with South Central College's carpentry program on the purchase and remodel. Redefine Recovery is looking for a home to use and we could lease/sell it to them. Olson wanted to know what the county did with the profit from the home and inquired if the HRA could benefit from a profit and Clausen said it could.

Motion was made by Brown and seconded by Speckhals to have staff inspect the property with the building official and report back to the HRA with its findings; tabled until next meeting. The motion carried on a 6/0 vote.

Other discussion: Delgado wanted to discuss the Mobile Home Painting Program and how well it has been received in the Evergreen Estates community where she is the park manager. Delgado stated that she had read the meeting minutes from last month and liked the idea of a safety inspection. Wood stated that he was not in favor of such an inspection as it may detour residents from participating. There was some discussion about having their yards cleaned up before they can paint and Wood stated that also would detour them. Delgado did report that she had seen that when the residents do get their homes painted, they seem to have more pride in their yards and take better care of them and even plant flowers. Wood suggested that there been a project completion form, possibly from the painters and the residents on how things were done; a feedback form. Clausen will look into that. Clausen suggested that Delgado speak with Marty Smith about the Cannon River Clean

Up that took place approximately two years ago and how well that was received.

Delgado mentioned that the cost of getting rid of appliances was too high for the new park owners and so they discontinued that program.

Wood asked about the old paint chips. Clausen stated that the painters are not scraping, they are pressure washing the old paint. Wood was concerned about the chips being on the ground; two forms of entry are ingestion and inhalation. Suggested the HRA look into proper disposal.

Olson asked about having someone come to a meeting to discuss the "bonding authority"; Clausen will look into that.

## **6. Adjourn**

A motion was made by Brown and seconded by Speckhals to adjourn the meeting at 6:40 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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Kari Casper, Administrative Assistant I