

Faribault Housing and Redevelopment Authority
Meeting Minutes
November 8, 2021

A meeting started at 230 Central for a walk-through with the Building Official, John Rued, Director Kuennen, Todd Nelson and also present was Commissioner Jonathan Wood. This was noticed to begin at 5:30 p.m.

1. Call to Order / Approval of the Agenda

Chair Brown called the meeting to order at 6:02 p.m.

Members Present: Brenden Kennedy, Matt Speckhals, Matthew Steeves, and Chair Brown

Members Absent: Jonathan Wood

2. Minutes

A. Minutes of October 11, 2021.

A motion was made by Speckhals to approve the minutes of October 11, 2021 seconded by Kennedy as presented.

Motion carried on a 4/0 vote.

3. Program Reports

A. Mobile Home Buyout Program

No activity to report

B. Mobile Home Heat Tape Program

Commissioner Ahlers arrived at approximately 6:04 p.m.

Director Kuennen, John Rued and Commissioner Wood arrived at 6:05 with Todd Nelson.

No activity to report.

C. Monthly Loan Status Report

No new activity to report.

A motion was made by Ahles and seconded by Kennedy to receive and file the report as submitted.

Motion carried on a 6/0 vote.

D. RAD/Repositioning Process

There are some issues with the language in the Contract that are being worked out by the attorneys. In addition, HUD has not ruled on the waiver request.

A motion was made by Kennedy and seconded by Steeves to receive and file the report as submitted.

Motion carried on a 6/0 vote.

E. Sale of 1116 2nd St NW

Kuennen reported that the title work has not been returned at this time. Kuennen had a meeting with owner to review the terms of the purchase agreement. Language has been added that the HRA has first right to purchase if buyer sells in the future.

A motion was made by Wood and seconded by Ahlers to receive and file the report as submitted.

Motion carried on a 6/0 vote.

4. Property Reports

A. Robinwood Manor

September, 2021 Program Report

Kuennen reported that September's occupancy was at 98%. One Unit at 108 was filled and Unit 221 moved out on 8/1/202 and filled on 10/14/2021. The largest expenses during the month of September included Fresh Air Sensors \$7,770, Parking Lot Engineering fees \$942.

The FreshAir Sensors were discussed. Suspected faulty readings are occurring, and Staff has notified FreshAir. Kuennen explained the monitoring and follow up process. There has been a history of complaints of someone smoking in the building; however, no complaints have been received lately.

The Board is asked to review and approve the operating statement as presented.

A motion was made by Kennedy and seconded by Speckhals to receive and file the operating statement as presented.

Motion carried on a 6/0 vote

B. Public Housing

September, 2021 Program Report

September's occupancy is at 100%. There were three unit turnovers. Kuennen reported the year-to-date turnovers and reported there have been 22. The expenses include furnace

clean and tune ups for \$6,970, maintenance and lawn care, unit turnovers \$14,010, flooring \$8,050, parking lot resurfacing on 1st, and Western \$45,040.80 and RAD Repositioning \$3,448.75.

The Board is asked to review and approve the monthly operating statement as presented.

A motion was made by Ahlers and seconded by Wood to receive and file the Public Housing monthly operating statements as written.

Motion carried on a 6/0 vote.

C. Scattered Sites Rental Housing

September, 2021 Program Report

September's report occupancy is at 100%. Not a lot of activity there.

A motion was made by Wood and seconded by Ahlers to receive and file the operating statement as submitted.

Motion carried on a 6/0 vote.

5. Public Hearings

- A. PHA Annual Plan – POSTPONED UNTIL DECEMBER

6. Items of Discussion

- A. 230 Central Apartments – Update/Progress Report from Todd Nelson

Kuennen reported that the project completion date was set for 12/1/2021 and inspection took place at 230 Central with Todd Nelson, John Rued, herself and Jon Wood on behalf of the HRA Board. Chair Brown asked if the project was going to be done by the time the extension is up. Commissioner Wood responded by saying that it would not and stated that Mr. Rued and Mr. Nelson will explain. Mr. Rued stating that the main issues are:

- Ventilation pertaining to stratification and R value of insulation value of the exterior walls
- The mechanical systems were installed before the plan review and permit issued.
- Fire rating and gyp-creed.

A motion was made by Ahlers and seconded by Kennedy for Mr. Nelson to provide an "order of operations and corresponding schedule" for the remaining work on the project which must be prepared and submitted by the end of business on Friday, November 12, 2021. Secondly, Mr. Nelson must make monthly updates (with photos or video) provided on the 1st of every month – starting on December 1, 2021. If a monthly report is not received, the agreement will be terminated and the claw back provisions in the agreement will be immediately enforced.

Motion carried on a 6/0 vote.

B. Resolution 2021-08 Approving 2022 FHRA Levy

A motion was made by Ahlers and seconded by Wood to adopt Resolution 2021-08 Approving 2022 FHRA Levy as presented.

Motion carried on a 6/0 vote.

C. Resolution 2021-09 Approving 2022 HRA Budgets

A motion was made by Speckhals and seconded by Steeves to adopt Resolution 2021-09 Approve 2022 HRA Budgets as presented.

Motion carried on a 6/0 vote.

D. Resolution 2021-10 Approving 2022 Public Housing Budget

A motion was made by Ahlers and seconded by Wood to adopt Resolution 2021-10 Approving Public Housing Budget with the amendment of Fix Up Program at \$50,000, Downtown/2nd Floor at \$100,000, and Down Payment Assistance at \$100,000.

Motion carried on a 6/0 vote.

E. 2021 Statutory Tort Liability Waiver

A motion was made by Speckhals and seconded by Steeves to approve 2021 Statutory Tort Liability Waiver as presented.

Motion carried on a 6/0 vote.

Ahlers left at 7:30 p.m.

6. Adjourn

A motion was made by Steeves and seconded by Kennedy to adjourn the meeting at 7:30 p.m.

Motion carried on a 5/0 vote.

It was announced that the Council has appointed Travis McColley to fill the open seat.

Respectfully Submitted,

Kari Casper, Recording Secretary