

Faribault Housing and Redevelopment Authority
Meeting Minutes
December 13, 2021

Prior to the start of the meeting; Director Kuennen administered the oath to the new member Travis McColley.

In Chair Brown and Commissioner Ahlers' absence, Commissioner Kennedy was asked to conduct the meeting.

1. Call to Order / Approval of the Agenda

Commissioner Kennedy called the meeting to order at 6:09 p.m.

Members Present: Brenden Kennedy, Travis McColley, Matt Speckhals, and Jonathan Wood

Members Absent: Loni Ahers, Matthew Steeves and Chair Brown

2. Minutes

A. Minutes of November 8, 2021.

A motion was made by Speckhals to approve the minutes of November 8, 2021 seconded by Wood 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

Kuennen stated that a number of applications for the program have been received; however, at this time Staff has been unable to find a contractor interested in doing the work on behalf of the HRA. Kuennen asked the HRA Commissioners to assist in identifying qualified/licensed contractors capable of doing the job.

C. Monthly Loan Status Report

Nothing new to report.

D. RAD/Repositioning Process

Staff was made aware that HUD has officially approved the required waiver. Clausen will participate in a meeting with Rice County and the consultants to identify next steps. In

addition, the contract with Braun is ready to be executed so that the required environmental review per unit can begin.

E. Sale of 1116 2nd St NW

Issues were identified in the title review process. The attorney's office is working on cleaning up the remaining issues so that the closing can take place as soon as possible.

F. 230 Central Avenue Apartments

Nelson provided the requested information as identified by the HRA at their last meeting. Staff will work with the attorney to draft and execute a 2nd amendment outlining the new terms of the loan.

A motion was made by McColley and seconded by Speckhals to receive and file the program reports as submitted.

Motion carried on a 4/0 vote.

4. Property Management Reports

A. Robinwood Manor

October, 2021 Program Report

Kuennen reported that September's occupancy was at 100%. The largest expenses during the month of October was Bergan KDV Auditing \$1,775.

The FreshAir Sensors were discussed. The system is still receiving readings that are suspected to be false or at least the tenants are reporting that they are not smoking. Fresh Air is standing behind the accuracy of their product. Staff will continue to monitor and report.

The parking lot is nearing completion, with the remaining punch list items that will be addressed in the spring.

B. Public Housing

October, 2021 Program Report

October's occupancy is at 100%. There was one unit turnover. Kuennen reported the year-to-date turnovers and reported there have been 22. The expenses include Recap Advisors LLC RAD Repositioning \$2,346.25 Maintenance Lawn Care and Unit Turnovers \$8,259.08, flooring \$550.

C. Scattered Sites Rental Housing

October, 2021 Program Report

October's report occupancy is at 100%. Nothing new.

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

Motion carried on a 4/0 vote.

5. Public Hearings

A. PHA Annual Plan

The Annual Plan is required to be updated due to the RAD Repositioning process, which is considered a significant change.

A motion was made by McColley to open the public hearing at 6:29 p.m. Motion carried on 4/0. No one from the public was present. A motion to close the public hearing was made by Speckhals at 6:30 and seconded by McColley. Motion carried on a 4/0.

A motion was made by Speckhals and seconded by Wood to adopt Resolution 2021-11 Approving the Amended Five-Year/Annual Plan as submitted.

Motion carried on a 4/0 vote.

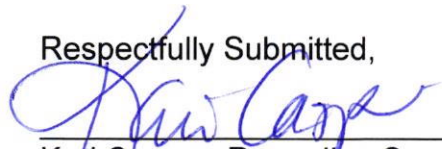
Introductions took place with new member Travis McColley.

6. Adjourn

A motion was made by Wood and seconded by Speckhals to adjourn the meeting at 6:49 p.m.

Motion carried on a 4/0 vote.

Respectfully Submitted,



Kari Casper, Recording Secretary