

Faribault Housing and Redevelopment Authority
Meeting Minutes
June 13, 2022

1. Call to Order / Approval of the Agenda

Vice Chair Kennedy called the meeting to order at 6:00p.m.

Members Present: Loni Ahlers, Travis Kath, Jonathan Wood and Vice Chair Kennedy

Members Absent: Narren Brown, Travis McColley and Chair Speckles

2. Minutes

A. Minutes of May 9, 2022.

A motion was made by Wood to approve the minutes of May 9, 2022 seconded by Ahlers as presented. Motion carried unanimously.

3. Program Reports

A. Mobile Home Buy-Out Program – no activity to report.

A motion was made by Ahlers and seconded by Wood to receive and file. Motion carried on a 4/0 vote.

B. Mobile Home Heat Tape Program

Kuennen reported that staff would like to start advertising this program with the various park managers to encourage installation of heat tape now versus in the midst of the winter.

A motion was made by Ahlers, seconded by Wood to receive and file. Motion carried on a 4/0 vote.

C. RAD/Repositioning Process

Kuennen introduced Kim Clausen to update the board on the steps and actions associated with the RAD/Repositioning process. Ms. Clausen has been working through the details of the Memorandum of Understanding with Rice County, but all aspects are moving forward.

The board members had no questions.

Since Clausen was on Zoom, Kuennen asked the Vice Chair Kennedy if we could skip over to Items 6A-B.

6. Items for Discussion

A. Memorandum of Understanding - Resolution 2022-03

Staff reviewed the requirement for a Memorandum of Understanding (MOU) and how it will work. The board members had no questions.

A motion was made by Wood, seconded by Ahlers to approve Resolution 2022-03 Approving Memorandum of Understanding with the Rice County Housing and Redevelopment Authority for the Administration of Project-Based Voucher. Motion carried on a unanimous vote.

B. Creation of LLC - Resolution 2022-04

Staff reviewed the function and purpose of the LLC, and pointed out that there is no individual liability to the HRA members. The HRA had no further questions.

A motion was made by Ahlers, seconded by Wood to approve Resolution 2022-04 Authorizing the Formation of LLC and Approving Articles of Organization. Motion carried on a 4/0 vote.

D. 230 Central Avenue Apartments

A summary was provided and no one had any further questions.

A motion was made by Ahlers and seconded by Wood to receive and file as presented. Motion carried on a 4/0 vote.

4. Property Reports

A. Robinwood Manor - Monthly Operating and Budget Statement

Kuennen gave a short report on the Fresh Air Sensors and will check to see when the lease is up.

B. Public Housing - Monthly Operating and Budget Statement

C. Scattered Sites - Monthly Operating and Budget Statement

A motion was made by Wood and seconded by Ahlers to receive and file as presented. Motion carried on a 4/0 basis.

5. Public Hearings

None.

C. Other HRA / Housing Related Updates

Kuennen stated that Habitat for Humanity will be at the next meeting in July to discuss the 2022 builds in Faribault and will request support for those local builds and discuss the down-payment assistance program

Kuennen gave a short update on the DIG requests.

Greenwood Place which is adjacent to the HRA's properties on Spring Road has reported drainage issues and was asking to collaborate on correcting the issues. This may come back before the board at future meetings for assistance.

7. Adjournment

A motion was made by Wood and seconded by Ahlers to adjourn the meeting at 6:47 p.m. Motion carried unanimously.

Respectfully Submitted,



Kari Casper, Recording Secretary