



HOUSING & REDEVELOPMENT AUTHORITY AGENDA

PUBLIC MEETING ROOM

MONDAY, FEBRUARY 13, 2023

6:00 PM

1. Call to Order, Oath of Office and Introductions
2. Approval of the Minutes of December 12, 2022 and January 30, 2023 Special HRA Meeting
3. Program Reports
 - A. Robinwood Manor Program Report
 - B. Public Housing Program Report
 - C. Scattered Site Program Report
4. Public Hearings
5. Items for Discussion
 - A. Election of Officers
 - B. Proposed Change to HRA Meeting Date
 - C. RAD Repositioning -- Contract for Professional Services- Public Housing Asset Repositioning Analysis
 - D. HCI Service Agreement update
 - E. Surplus Property Report
 - F. Van Update
 - G. Management and Occupancy Review Audit Update
 - H. Preliminary Community Homelessness Discussion
6. Adjournment

Faribault Housing and Redevelopment Authority
Meeting Minutes
December 12, 2022

1. Call to Order / Approval of the Agenda

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

Members Present: Travis Kath, Brendan Kennedy, Travis McColley, and Chair Matthew Speckhals

Members Absent: Loni Ahlers, Narren Brown, Jonathan Wood

Also Present: David Wanberg, and Stephanie Aman.

2. Minutes

A. Minutes of November 14, 2022.

A motion was made by McColley to approve the minutes of November 14, 2022 seconded by Kennedy as presented. Motion carried on a 4/0 vote.

3. Property Reports

A. Robinwood Manor - Monthly Operating and Budget Statement

Rand went over the report as presented in the packet for the month of October which included occupancy at 94% The purpose of this memorandum is to provide the HRA with an update on the activity at Robinwood Manor for the month of November, 2022.

Vacancy: 1 Apt. 226 (fire unit), Apt. 222, Apt. 109

Extraordinary Expenses: Kennedy & Graven Legal Fees October 20 \$1,060.50, Summit Fire Protection Annual Fire Extinguisher \$254.89, Olympic Fire Protection Annual Sprinkler Inspection \$305, Faribault Interiors #222 Carpet \$2,745

Routine Maintenance: \$11,550.43 (Arrow Electric, Xcel, City Water, Faribault Ace. Fette Electronics, Flom Disposal, Property Pros Lawn Care, Cintas, Culligan Water Softener Salt, All Pro Cleaners, Shofcorp Data Processing, Metronet Holdings Phone, , Minnesota Elevator Monitoring, Tom's Lock & Key, Virg's Appliance)

A motion was made by McColley and seconded by Kennedy to receive and file the property reports as presented. Motion carried on a 4/0 vote.

B. Public Housing - Monthly Operating and Budget Statement

Rand went over the report for the month of October for Public Housing with an occupancy at 96%; Turnovers: 1

Vacancy: 1 Move out 11/16/22, 1 transfer 11/16/22

Extraordinary Expenses: Kennedy & Graven, Declaration of Trust \$2,761.40, Summit Fire Protection \$259 Annual Fire Extinguisher Insp, Faribault Interiors Flooring 412 Carpet \$8,075, Virg's Appliance 1820, 900C Refrigerators \$1,958.00; Routine Maintenance: \$10,550.39 (Arrow Electric, Bug Busters, Faribo Air Conditioning, HD Supply, Property Pros Lawn Care/Repairs, Tom's Lock & Key, Xcel, City of Faribault Water, Flom Disposal, All Pro Cleaners, Utility Reimbursements)

A motion was made by McColley and seconded by Kath to receive and file the property reports as presented. Motion carried on a 4/0 vote.

C. Scattered Sites - Monthly Operating and Budget Statement

Refer to the report for detailed information.

A motion was made by McColley and seconded by Kennedy to receive and file the property reports as presented. Motion carried on a 4/0 vote.

4. Public Hearings

None.

5. Items for Discussion

A. Service Agreement with HCI Mobile Home Coordinator

At the October HRA meeting, Sandy Malecha from Healthy Community Initiative (HCI) presented a request for funding to help support a newly created Mobile Home Coordinator position. As part of the presentation, an overview of the conditions and issues with the Rice County manufactured home parks was provided, as well as an overview of the role and impact of the Mobile Home Coordinator. The HRA agreed to provide funding in the amount of \$55,000 for two years. Staff has been working with legal counsel to prepare a service agreement with HCI. The service agreement will outline the expectations and obligations of HCI in return for \$55,000 from the HRA for two years.

A motion was made by McColley and seconded by Kenned to approve the HCI Service Agreement as presented. Motion carried on a 3/0 vote.

B. Lease Agreement

In order to complete the RAD Repositioning closing, the board will need to review and approve the new lease. After some discussion, the board approved the new lease.

A motion was made by Kennedy and seconded by Kath to approve the Lease Agreement as presented. Motion carried on a 5/0 vote.

C. Discuss Housing and Redevelopment Authority taking over Elderly Housing Corporation

Wanberg explained that members of the Elderly Housing Cooperation are no longer interested in participating in the Elderly Housing Cooperation. Members would like to

explore the idea of the HRA taking over. After some discussion, the board asked staff to contact the city's Attorney, Scott Riggs, and ask him to attend and upcoming meeting to discuss the legal process to achieve a response to the EHC's request. No action taken at this time.

D. Faribault Downtown Central LLC with HRA/EDA Program Guidelines

Aman began her presentation to explain that due to changes in the initial proposed amount approved by the HRA and EDA, legal counsel has directed staff to take the changes back to the board for review and approval. There was some discussion about setting up a special meeting which will was agreed to be held on December 27th. No action taken at this time.

E. General Discussion Regarding Blight

The City building inspector has identified an area that he sees as blighted. Staff is asking for direction on the priorities of the HRA regarding these types of issues. After some discussion the board felt that they would not be in any position to deal with the blight situations at this time. No action taken at this time.

F. Public Housing Capital Improvement Plan

ISG has submitted a proposal to complete a capital improvement plan on public housing properties. Previously there have been limitations on what improvements could be made due to HUD regulations. With the RAD Repositioning, the budget for capital improvements will allow staff to make capital improvements that may not have been possible prior to the RAD Repositioning. The CIP will provide a long-range plan through a comprehensive assessment of the 49 residential units that will provide direction on prioritizing improvements to these properties for the next 20 years. ISG proposes to provide the scope of work described within the attached document for \$65,750.

A motion was made by McColley, seconded by Kennedy to Approve ISG to proceed with the review of the 49 residential units for the improvements for the next 20 years. Motion carried on a 4/0 vote.

G. FY 2023 Fair Market Rent Schedule

A motion was made by McColley, seconded by Kennedy to Approve Resolution 2022-16 Fair Market Rents as presented. Motion carried on a 4/0 vote.

H. 2023 Contract Bids

Employees and contractors that perform work at public housing sites are required to be paid in accordance with minimum prevailing wage requirements and/or Davis Bacon wage requirements. HUD requires written contracts in place for every maintenance job at the public housing units. The HRA typically enters into two-year contracts for maintenance services.

The bids are hereby awarded as follows:

- All Pro Cleaners
- CCS Cleaning and Restoration
- Arrow Electric
- Faribo Plumbing and Heating
- Floor to Ceiling
- Faribault Air Conditioning and Heating
- Bug Busters
- Property Pros
- RAW Construction

A motion was made by McColley, seconded by Kennedy to approve the bids for contracts as presented by staff as presented. Motion carried on a 4/0 vote.

7. Adjournment

A motion was made by Kennedy, seconded by Kath to adjourn the meeting at 6:49 p.m. Motion carried unanimously.

Respectfully Submitted,

Kari Casper, Recording Secretary



HOUSING & REDEVELOPMENT AUTHORITY AGENDA SPECIAL MEETING MINUTES

PUBLIC MEETING ROOM	MONDAY, JANUARY 30, 2023	7:30 AM
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1. Chair Speckhals called the meeting to order at 7:32 a.m.

Attendants: Loni Ahlers, Brendan Kennedy, Travis McColley and Chair Mathew Speckhals.
Absent: Narron Brown and Travis Kath

2. Items for Discussion:

- A. Resolution 2023-01 Approve 2022 Accounts Receivable Write-offs

Ahlers made a motion, seconded by Kennedy to approve Resolution 2023-01 Approving 2022 Accounts Receivable Write-offs as presented. Motion carried on a 4/0 vote.

- B. Resolution 2023-02 Authorize the Execution of an Operating Agreement

Kennedy made a motion, seconded by Ahlers to approve Resolution 2023-02 Authorize the Execution of an Operating Agreement as presented. Motion carried on a 4/0 vote.

- C. Resolution 2023-03 Appoint an Executive Director for the Housing and Redevelopment Authority of Faribault, Minnesota

McColley made a motion, seconded by Ahlers to approve Resolution 2023-03 Appoint an Executive Director for the Housing and Redevelopment Authority of Faribault, Minnesota as presented. Motion carried on a 4/0 vote.

3. Adjournment at 7:39 a.m.

Dated: January 30, 2023

By: _____
Kari Casper, Recording Secretary



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Robinwood Manor Program Report

BACKGROUND:

The purpose of this memorandum is to provide the HRA with an update on the activity at Robinwood Manor for the month of January, 2022.

Occupancy: 92% through January 2023

Turnovers: 0

Vacancy: 4 Apt. 109, 223, (move out 12/14/22), Apt 101 (move out 12/29/22) Apt 220 (moved out 1/5/2023)

Extraordinary Expenses: \$0.00

Routine Maintenance: \$3,896.82 Virgil's, RAW Construction, Cintas, MN Elevator

REQUESTED ACTION:

Review and Approve Robinwood Manor Property Report

ATTACHMENTS:

1. RW Jan 2023 Budget

General Ledger Expenditure Summary



User: rrand@ci.faribault.mn.us
Printed: 2/2/2023 12:37:02 PM
Period 01 - 01
Fiscal Year 2023

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% ExpendCollect
898	Robinwood Manor					
898-00000-000-33160	Federal Grants	-239,842.00	-239,842.00	-21,466.00	-21,466.00	8.95
	Intergovernmental Revenue	-239,842.00	-239,842.00	-21,466.00	-21,466.00	8.95
898-00000-000-36200	Other Miscellaneous Revenue	-6,000.00	-6,000.00	-340.00	-340.00	5.67
898-00000-000-36210	Interest on Investments	-7,000.00	-7,000.00	0.00	0.00	0.00
898-00000-000-36211	Interest Market Value	0.00	0.00	0.00	0.00	0.00
898-00000-000-36220	Rents	-239,842.00	-239,842.00	-13,466.00	-13,466.00	5.61
898-00000-000-36221	Vacancies	0.00	0.00	0.00	0.00	0.00
898-00000-000-36227	Excess Utilities	-1,000.00	-1,000.00	-15.00	-15.00	1.50
898-00000-000-36280	Project Reimbursement	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	-253,842.00	-253,842.00	-13,821.00	-13,821.00	5.44
898-00000-000-39200	Transfer In	0.00	0.00	0.00	0.00	0.00
	Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Total		-493,684.00	-493,684.00	-35,287.00	-35,287.00	0.0715
Revenue Total		-493,684.00	-493,684.00	-35,287.00	-35,287.00	-0.0715
Expense Total		0.00	0.00	0.00	0.00	0
00000		-493,684.00	-493,684.00	-35,287.00	-35,287.00	7.15
898-46310-000-42110	General Supplies	23,000.00	23,000.00	0.00	0.00	0.00
898-46310-000-42115	Meeting	0.00	0.00	0.00	0.00	0.00
898-46310-000-42210	VehicleEquipment Parts	0.00	0.00	0.00	0.00	0.00
898-46310-000-42230	Building Repair Supplies	0.00	0.00	0.00	0.00	0.00
898-46310-000-42410	Minor Equipment & Tools	0.00	0.00	0.00	0.00	0.00
	Supplies	23,000.00	23,000.00	0.00	0.00	0.00
898-46310-000-43010	Auditing & Accounting Services	10,000.00	10,000.00	0.00	0.00	0.00
898-46310-000-43040	Legal Fees - Civil Process	1,000.00	1,000.00	0.00	0.00	0.00
898-46310-000-43070	Management Services	45,250.00	45,250.00	0.00	0.00	0.00
898-46310-000-43090	Expert & Professional Services	20,500.00	20,500.00	70.05	70.05	0.34
898-46310-000-43095	Software Maintenance & Support	3,060.00	3,060.00	0.00	0.00	0.00
898-46310-000-43130	Tenant Services	3,000.00	3,000.00	0.00	0.00	0.00
898-46310-000-43210	Telephone	0.00	0.00	0.00	0.00	0.00
898-46310-000-43250	Other Communications	900.00	900.00	279.10	279.10	31.01
898-46310-000-43430	Advertising - Other	500.00	500.00	0.00	0.00	0.00

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% ExpendCollect
898-46310-000-43610	Insurance & Bonds	10,086.00	10,086.00	0.00	0.00	0.00
898-46310-000-43810	Electric Utilities	26,000.00	26,000.00	0.00	0.00	0.00
898-46310-000-43820	Water Utilities	2,200.00	2,200.00	0.00	0.00	0.00
898-46310-000-43830	Gas Utilities	15,000.00	15,000.00	0.00	0.00	0.00
898-46310-000-43840	Refuse Disposal	3,500.00	3,500.00	395.70	395.70	11.31
898-46310-000-43850	Sewer Utilities	3,100.00	3,100.00	0.00	0.00	0.00
898-46310-000-43860	Storm Water Utilities	750.00	750.00	0.00	0.00	0.00
898-46310-000-44010	Building Maintenance	95,000.00	95,000.00	3,896.82	3,896.82	4.10
898-46310-000-44045	Equipment Repairs	0.00	0.00	0.00	0.00	0.00
898-46310-000-44050	Extraordinary Maintenance	158,000.00	158,000.00	1,242.70	1,242.70	0.79
898-46310-000-44060	Laundry Services	900.00	900.00	15.74	15.74	1.75
898-46310-000-44160	Rents & Leases	0.00	0.00	0.00	0.00	0.00
898-46310-000-44200	Depreciation	0.00	0.00	0.00	0.00	0.00
898-46310-000-44320	Bad Debt	0.00	0.00	0.00	0.00	0.00
898-46310-000-44325	Bank Fees & Charges	300.00	300.00	0.00	0.00	0.00
898-46310-000-44330	Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
898-46310-000-44370	Miscellaneous Charges	0.00	0.00	0.00	0.00	0.00
898-46310-000-44390	Taxes & Licenses	18,200.00	18,200.00	0.00	0.00	0.00
898-46310-000-44450	Claims & Damages	0.00	0.00	0.00	0.00	0.00
898-46310-000-44700	Interest	200.00	200.00	0.00	0.00	0.00
898-46310-000-45950	Loss on Disposal	0.00	0.00	0.00	0.00	0.00
	Other Services & Charges	417,446.00	417,446.00	5,900.11	5,900.11	1.41
898-46310-000-46020	Other Long Term Obligation Pri	0.00	0.00	0.00	0.00	0.00
898-46310-000-46120	Other Long Term Obligation Int	0.00	0.00	0.00	0.00	0.00
898-46310-000-46200	Fiscal Agent Fees	0.00	0.00	0.00	0.00	0.00
	Debt Service	0.00	0.00	0.00	0.00	0.00
898-46310-000-47200	Transfer Out	0.00	0.00	0.00	0.00	0.00
	Other Uses	0.00	0.00	0.00	0.00	0.00
Grand Total		440,446.00	440,446.00	5,900.11	5,900.11	0.0134
Revenue Total		0.00	0.00	0.00	0.00	0
Expense Total		440,446.00	440,446.00	5,900.11	5,900.11	0.0134
46310	Urban Redevelopment & Housing	440,446.00	440,446.00	5,900.11	5,900.11	1.34
898	Robinwood Manor	-53,238.00	-53,238.00	-29,386.89	-29,386.89	55.20

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% Expend/Collect
Grand Total		-53,238.00	-53,238.00	-29,386.89	-29,386.89	0.552
Revenue Total		-493,684.00	-493,684.00	-35,287.00	-35,287.00	-0.0715
Expense Total		440,446.00	440,446.00	5,900.11	5,900.11	0.0134



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Public Housing Program Report

BACKGROUND:

Public Housing

Occupancy: 96% through January 2023

Turnovers: 0

Vacancy 2 (tenant from 1814 SHumway to transfer to 1518 Western handicap accessible unit) 900 B Spring Road staff is determining eligibility

Extra ordinary Expenses: \$0.00

Routine Maintenance: \$6,630 Raw Construction

REQUESTED ACTION:

Public Housing Approve and Review property report

ATTACHMENTS:

1. PH Jan 2023 Budget

General Ledger Expenditure Summary



User: rrand@ci.faribault.mn.us
Printed: 2/2/2023 12:38:34 PM
Period 01 - 01
Fiscal Year 2023

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% ExpendCollect
241	Public Housing					
241-00000-461-33160	Federal Grants	0.00	0.00	0.00	0.00	0.00
	Intergovernmental Revenue	0.00	0.00	0.00	0.00	0.00
241-00000-461-36200	Other Miscellaneous Revenue	-6,000.00	-6,000.00	-150.00	-150.00	2.50
241-00000-461-36210	Interest on Investments	-2,300.00	-2,300.00	0.00	0.00	0.00
241-00000-461-36211	Interest Market Value	0.00	0.00	0.00	0.00	0.00
241-00000-461-36220	Rents	-631,000.00	-631,000.00	-16,363.00	-16,363.00	2.59
241-00000-461-36240	Refunds & Reimbursements	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	-639,300.00	-639,300.00	-16,513.00	-16,513.00	2.58
Grand Total		-639,300.00	-639,300.00	-16,513.00	-16,513.00	0.0258
Revenue Total		-639,300.00	-639,300.00	-16,513.00	-16,513.00	-0.0258
Expense Total		0.00	0.00	0.00	0.00	0
00000		-639,300.00	-639,300.00	-16,513.00	-16,513.00	2.58
241-46330-461-42110	General Supplies	23,000.00	23,000.00	0.00	0.00	0.00
241-46330-461-42120	Motor Fuels	0.00	0.00	0.00	0.00	0.00
241-46330-461-42410	Minor Equipment & Tools	0.00	0.00	0.00	0.00	0.00
	Supplies	23,000.00	23,000.00	0.00	0.00	0.00
241-46330-461-43010	Auditing & Accounting Services	1,500.00	1,500.00	0.00	0.00	0.00
241-46330-461-43040	Legal Fees - Civil Process	6,500.00	6,500.00	0.00	0.00	0.00
241-46330-461-43070	Management Services	17,550.00	17,550.00	0.00	0.00	0.00
241-46330-461-43090	Expert & Professional Services	116,000.00	116,000.00	0.00	0.00	0.00
241-46330-461-43430	Advertising - Other	0.00	0.00	0.00	0.00	0.00
241-46330-461-43610	Insurance & Bonds	22,945.00	22,945.00	0.00	0.00	0.00
241-46330-461-43810	Electric Utilities	1,100.00	1,100.00	0.00	0.00	0.00
241-46330-461-43820	Water Utilities	1,000.00	1,000.00	0.00	0.00	0.00
241-46330-461-43830	Gas Utilities	750.00	750.00	0.00	0.00	0.00
241-46330-461-43840	Refuse Disposal	3,000.00	3,000.00	185.42	185.42	6.18
241-46330-461-43850	Sewer Utilities	500.00	500.00	0.00	0.00	0.00
241-46330-461-43860	Storm Water Utilities	700.00	700.00	0.00	0.00	0.00
241-46330-461-44010	Building Maintenance	107,317.00	107,317.00	6,630.00	6,630.00	6.18
241-46330-461-44050	Extraordinary Maintenance	240,000.00	240,000.00	0.00	0.00	0.00
241-46330-461-44320	Bad Debt	0.00	0.00	0.00	0.00	0.00
241-46330-461-44325	Bank Fees & Charges	800.00	800.00	0.00	0.00	0.00

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% Expend/Collect
Grand Total		-86,338.00	-86,338.00	-8,243.58	-8,243.58	0.0955
Revenue Total		-639,300.00	-639,300.00	-16,513.00	-16,513.00	-0.0258
Expense Total		552,962.00	552,962.00	8,269.42	8,269.42	0.015



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Scattered Site Program Report

BACKGROUND:

The purpose of this memorandum is to provide the HRA with an update on the activity at Scattered Site for the month of January, 2023.

City Property (16 SE 1st Street)

Occupancy:100%

Turnovers: 0

Extraordinary Expenses: \$0

Routine Expenses: \$35.00 (RAW Construction Plowing)

REQUESTED ACTION:

Review and Approve Scattered Site property reports

ATTACHMENTS:

1. MR Jan 2023 Budget

General Ledger Expenditure Summary



User: rrand@ci.faribault.mn.us
Printed: 2/2/2023 1:00:42 PM
Period 01 - 01
Fiscal Year 2023

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% ExpendCollect
211	City Rental Property					
	Mgmt					
211-00000-000-36211	Interest Market Value	0.00	0.00	0.00	0.00	0.00
211-00000-460-36200	Other Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
211-00000-460-36210	Interest on Investments	-1,090.00	-1,090.00	0.00	0.00	0.00
211-00000-460-36211	Interest Market Value	0.00	0.00	0.00	0.00	0.00
211-00000-460-36220	Rents	-13,300.00	-13,300.00	-884.00	-884.00	6.65
211-00000-460-36240	Refunds & Reimbursements	0.00	0.00	0.00	0.00	0.00
	Miscellaneous Revenue	-14,390.00	-14,390.00	-884.00	-884.00	6.14
211-00000-460-39200	Transfer In	0.00	0.00	0.00	0.00	0.00
	Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Total		-14,390.00	-14,390.00	-884.00	-884.00	0.0614
Revenue Total		-14,390.00	-14,390.00	-884.00	-884.00	-0.0614
Expense Total		0.00	0.00	0.00	0.00	0
00000		-14,390.00	-14,390.00	-884.00	-884.00	6.14
211-46310-460-42110	General Supplies	500.00	500.00	0.00	0.00	0.00
	Supplies	500.00	500.00	0.00	0.00	0.00
211-46310-460-43040	Legal Fees - Civil Process	0.00	0.00	0.00	0.00	0.00
211-46310-460-43070	Management Services	1,140.00	1,140.00	0.00	0.00	0.00
211-46310-460-43090	Expert & Professional Services	0.00	0.00	0.00	0.00	0.00
211-46310-460-43430	Advertising - Other	0.00	0.00	0.00	0.00	0.00
211-46310-460-43610	Insurance & Bonds	273.00	273.00	0.00	0.00	0.00
211-46310-460-43810	Electric Utilities	200.00	200.00	0.00	0.00	0.00
211-46310-460-43820	Water Utilities	300.00	300.00	0.00	0.00	0.00
211-46310-460-43830	Gas Utilities	100.00	100.00	0.00	0.00	0.00
211-46310-460-43840	Refuse Disposal	200.00	200.00	0.00	0.00	0.00
211-46310-460-43850	Sewer Utilities	400.00	400.00	0.00	0.00	0.00
211-46310-460-43860	Storm Water Utilities	100.00	100.00	0.00	0.00	0.00
211-46310-460-44010	Building Maintenance	3,000.00	3,000.00	235.00	235.00	7.83
211-46310-460-44160	Rents & Leases	0.00	0.00	0.00	0.00	0.00
211-46310-460-44320	Bad Debt	0.00	0.00	0.00	0.00	0.00
211-46310-460-44390	Taxes & Licenses	2,000.00	2,000.00	0.00	0.00	0.00
211-46310-460-44700	Interest	50.00	50.00	0.00	0.00	0.00
	Other Services & Charges	7,763.00	7,763.00	235.00	235.00	3.03

Account Number	Description	Original Budget	Amended Budget	Month to Date	YTD	% Expend/Collect
Grand Total		-6,127.00	-6,127.00	-649.00	-649.00	0.1059
Revenue Total		-14,390.00	-14,390.00	-884.00	-884.00	-0.0614
Expense Total		8,263.00	8,263.00	235.00	235.00	0.0284



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Election of Officers

BACKGROUND:

Per the Housing and Redevelopment Authority of Faribault, Minnesota bylaws, the HRA Board, at its regularly scheduled monthly meeting in February of each fiscal year, shall elect to office from its membership, a Chairperson and a Vice-Chairperson/ Secretary. The current Chairperson and Vice Chairperson are eligible for re-election if the authorities choose.

REQUESTED ACTION:

Elect Chair and Vice Chairperson to a one year term.

ATTACHMENTS:



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Proposed Change to HRA Meeting Date

BACKGROUND:

Staff would like to propose that the Housing and Redevelopment Authority monthly meeting be changed to the fourth Wednesday of the month at 6 pm in the Public Meeting Room of City Hall.

REQUESTED ACTION:

Review and Approve new Housing and Redevelopment Authority meeting data and time.

ATTACHMENTS:



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: RAD Repositioning -- Contract for Professional Services- Public Housing Asset Repositioning Analysis

BACKGROUND:

Due to unexpected delays in the RAD Conversion closing, we will distribute the amended contract at the meeting.

REQUESTED ACTION:

Review and Approve the Contract for Professional Services- Public Housing Asset Repositioning Analysis.

ATTACHMENTS:



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: HCI Service Agreement update

BACKGROUND:

Due to organizational and staffing changes, the HCI Agreement has been put on hold. There is a possibility that HCI may request to amend the service agreement. An update will be provided in March on requested amendments. As of now, there have not been any funds allocated to HCI.

REQUESTED ACTION:

No Action Required at this time.

ATTACHMENTS:



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Surplus Property Report

BACKGROUND:

The purpose of this memorandum is to provide the FHRA with information on its current property holdings.

The FHRA is required by state law to annually review the status of its property holdings and to identify and dispose of all excess property. Excess property is defined as "land, including air rights, which is in excess of foreseeable needs." (Section 469.029 s.10)

A listing of the properties currently held by the FHRA, the status of the individual parcels and staff's recommendations regarding their disposition is included with this memo.

REQUESTED ACTION:

Review and Approve Surplus Property Report

ATTACHMENTS:

1. Surplus Property Review

Faribault Housing and Redevelopment Authority

PROPERTY LISTING

January, 2023

<u>Site#</u>	<u>Property Address</u>	<u>Status/Improvements</u>
HRA-1	1319 - 1323 NW 7th Street	Public Housing
HRA-2	519 - 521 Lincoln Avenue	Public Housing
HRA-3	523 - 527 Lincoln Avenue	Public Housing
HRA-4	20 NE 14 th Street	Public Housing
HRA-5	910 - 920 SW 1 st Street	Public Housing
HRA-6	1518-1536 Western Avenue	Public Housing
HRA-7	1225 NW 2 nd Street	Public Housing
HRA-15	408 - 412 NW 13th Street	Public Housing
HRA-16	404 NW 13 th Street	Public Housing
HRA-18	1806 - 1820 Shumway Avenue	Public Housing
HRA-28	523 West Division	Public Housing
HRA-29	900 - 904 Spring Road	Public Housing
HRA-30	830 SW 9th Avenue	Public Housing
HRA-31	725 Willow Street	Public Housing

The HRA does not own any excess property at this time.



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Van Update

BACKGROUND:

The van was received on February 6th, 2023.

REQUESTED ACTION:

No action required.

ATTACHMENTS:

1. #1 Picture of Van

#1 Picture of HRA Maintenance Van purchased January, 2023





Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand; Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Management and Occupancy Review Audit Update

BACKGROUND:

Robinwood Manor had a multifamily housing Management and Occupancy Review (MOR) audit with Minnesota Housing on January 4th, 2023. Overall, the audit went well. On the same day, Robinwood Manor's awning fell off the side of the building due to heavy snow fall gathering on top. This causes the brick to pull off of the building. Staff are taking the necessary steps to repair the building. The next MOR will be scheduled in two years.

REQUESTED ACTION:

Review

ATTACHMENTS:



Request for Action

TO: Faribault Housing & Redevelopment Authority
FROM: Rebecca Rand, Housing Coordinator
MEETING DATE: February 13, 2023
SUBJECT: Preliminary Community Homelessness Discussion

BACKGROUND:

Staff have been contacted by the Northfield HRA, which initiated a conversation around the lack of funding for hotel vouchers used specifically for the unsheltered homeless by local police departments. Unsheltered homeless is defined as literally homeless and living outside. In the past, the Salvation Army has allocated funding to local police departments to distribute vouchers to those who meet the unsheltered homeless definition at their discretion. Staff have been informed that the Salvation Army funding has run out. Is there an interest from the HRA in creating a program that would allocate funding to the Faribault Police department to use funding to provide temporary shelter to the unsheltered homeless in the City of Faribault? If so, what level of funding would be of interest?

REQUESTED ACTION:

Direction from the HRA on rather there is interested in creating a program to address homelessness in Faribault.

ATTACHMENTS: