HOUSING & REDEVELOPMENT AUTHORITY MINUTES

PUBLIC MEETING ROOM	MONDAY, FEBRUARY 13, 2023	6:00 PM

Meeting Items

1. Call to Order, Oath of Office and Introductions

   The regular meeting of the Housing and Redevelopment Authority was called to order by Chair Speckhals at 6:00 pm. Kari Casper administered the Oath of Office to Council Member Sara Caron. Commissioners: Loni Ahlers, Sara Caron, Travis Kath, Brendan Kennedy and Chair Matt Speckhals were in attendance. Also in attendance was Housing Coordinator, Rebecca Rand and Administrative Assistant II, Kari Casper.

2. Approval of the Minutes of December 12, 2022 and January 30, 2023 Special HRA Meeting

   Motion to approve December 12, 2022 Meeting Minutes made by Loni Ahlers, seconded by Brendan Kennedy to Approved. Motion Passed.

   Motion to approve January 30, 2023 Special Meeting Minutes made by Loni Ahlers, seconded by Brendan Kennedy to Approved. Motion Passed.

3. Program Reports

A. Robinwood Manor Program Report

   Motion by Brendan Kennedy, seconded by Loni Ahlers to receive and file as presented. Motion Passed.

B. Public Housing Program Report

   Motion by Travis Kath, seconded by Brendan Kennedy to receive and file as presented. Motion Passed.

C. Scattered Site Program Report

   Motion by Loni Ahlers, seconded by Brendan Kennedy to receive and file as presented. Motion Passed.

4. Public Hearings

   None.

5. Items for Discussion

A. Election of Officers

   Motion by Brendan Kennedy, seconded by Loni Ahlers to Approve Matt Speckhals as Chairperson and Brendan Kennedy as Vice Chair for one more term. Motion Passed.

   Introductions were made at this time.

B. Proposed Change to HRA Meeting Date

Ahlers asked why the change? Rand said staff requested the change.
Motion by Brendan Kennedy, seconded by Travis Kath to Approve the change in the date of the meeting to the 4th Wednesday of every month starting March 22, 2023. Motion Passed.

C. RAD Repositioning -- Contract for Professional Services- Public Housing Asset Repositioning Analysis

Rand gave an update stating that the RAD Repositioning is closing next week, followed by a sum up from Wanberg. The change is in 2.1 Extends the date which expired at the end of 2022 but this extends it to April 6, 2023. Under 3.1 the fees have not changed and the expectation is that we are not paying any extra than what was agreed to. The closing will be next week.

Motion by Brendan Kennedy, seconded by Sara Caron to Approve. Motion Passed.

D. HCI Service Agreement update

Rand stated that there were some organizational and staffing changes at HCI and at this time the service agreement is on hold and they may come back.
No action was taken at that time.

E. Surplus Property Report

Rand reported that the HRA does not have any surplus property at this time.

Motion by Loni Ahlers, seconded by Brendan Kennedy to Approve. Motion Passed.

F. Van Update

Rand referred to the pictures of the van. Ahlers asked what the purchase price and Casper responded that it was around $40,000 but with taxes, etc. Rand stated it was around $41,000. Dan is very happy with the van.
No action was taken at that time.

G. Management and Occupancy Review Audit Update

Rand gave an update on the Robinwood audit and stated that we did well overall. However, the moment that the auditor left, the awning on the wall fell. No one was injured. There is a pending insurance claim.
No action was taken at that time.

H. Preliminary Community Homelessness Discussion

Rand stated that she conferred with the Police Chief, John Sherwin, regarding the need for a program. Ahlers asked what the need was; do we have information on that? Staff stated that she requested data to present but hadn't seen it come through yet.

Rand stated that in her conversation with Sherwin, he did say that just the evening before their conversation, one of his officers could have used a voucher. Kennedy stated that he's seen many living by the river.

Ahlers asked if the hotels worked with us to provide a discount. Rand indicated that she wasn't familiar with a discount but that the stays range from $40 to $60/night. Kath stated that at the Cathedral, they have someone that sleeps there in the entranceway. Kath stated he really sees a need. Kennedy stated that maybe next month come back with an exact amount. Caron added that with the Council, they had discussions with Sherwin and stated that homelessness is not a crime. She is all in favor.

Rand stated it's a matter of creating a program and amending the budget. Kath stated he would like to get more data. Ahlers stated that we were looking for immediate funding due to the weather. Casper stated that maybe $1,000 as an emergency fund. Casper asked if we needed a resolution. Wanberg stated yes that would be appropriate. Wanberg suggested that we make a motion tonight to get this put this together as quickly as possible, check with the legal team and call a short special meeting and provide that data.

Casper asked about what other cities do. Kennedy said he would be interested in what other cities do in this regard. Rand said she could connect with Northfield. Rand also added that most people are looking for a long-term solution and it's important to help the police help people to have a warm place to stay for the evening, take a shower and have a place to heat up a meal.
No action was taken at that time.

6. Adjournment

   Motion by Brendan Kennedy, seconded by Travis Kath to Adjourn at 6:30 p.m. Motion Passed.

Respectfully Submitted,

Kari Casper
Administrative Assistant II

City Of Faribault

HOUSING & REDEVELOPMENT AUTHORITY MINUTES

PUBLIC MEETING ROOM	WEDNESDAY, MARCH 29, 2023	6:00 PM

Meeting Items

1. **New Board Member Introductions/Call to Order**

   The regular meeting of the Housing and Redevelopment Authority was called to order by Chair Speckhals at 6:01 pm. Commissioners: Loni Ahlers, Mandy Barnes, Sara Caron, Travis Kath, Vice Chair, Brendan Kennedy were in attendance. Chair Speckhals showed up for a bit but had to leave right away. Also in attendance was Director, David Wanberg and Administrative Assistant II, Kari Casper.

2. **Approval of the Minutes of Regular HRA Meeting dated 2/13/2023 and Special HRA Meeting dated 3/1/2023**

   Motion by Travis McColley, seconded by Travis Kath to approve both sets of meeting minutes. Motion carried on a 6/0.

3. **Program Reports**

A. HRA and HCI Service Agreement Update

Sandy Malecha with Healthy Communities Initiative gave a presentation that they are continuing to look for a coordinator for the position and will be back once they have it staffed. No action taken at this time.

B. Unsheltered Hotel Voucher Program Update

Wanberg gave an update that all the monies have been expended and asked the Board if they would like to put more forward. McColley asked for more data; how was it used; what deemed it an emergency; how many did they turn away? Motion by Travis McColley, seconded by Travis Kath to Approve an additional $1,000. The motion passed on a 6/0 vote.

C. Other HRA Program Updates

Vice Chair moved forward into the property reports.

4. **Property Reports**

   Motion by Loni Ahlers, seconded by Travis McColley to receive and file the property reports. The motion passed on a 6/0 vote.

A. Robinwood Manor

B. Public Housing

C. Scattered Site/Market Rate

5. **Public Hearings**

A. None

6. **Items for Discussion**

A. RAD/Repositioning Update

Wanberg gave an update on the legal costs and fees for this project. They closed on the 28th of February and will take effect with Rice County HRA on April 1, 2023. Motion by Travis McColley, seconded by Loni Ahlers to Approve. The motion passed on a 6/0 vote.

B. Establish HRA Bank Accounts

Wanberg explained the need to separate the HRA and EHC accounts from the general fund by establishing these separate accounts. He identified the signors. Motion by Loni Ahlers, seconded by Sara Caron to Approve moving forward with the creation of the accounts. The motion passed on a 6/0 vote.

C. Approve HRA Board Members to Serve on Elderly Housing Corporation LLC (EHC) Board

Wanberg explained that the two of the Elderly Housing Corp members who oversee Robinwood would like to retire and asked for volunteers to serve on that Board. Sara Caron, Mandy Barnes and Travis Kath all offered their assistance. There will be a special EHC meeting on Tuesday, April 4, 2023 at 4:45 to discuss this; the new members do not need to be present for this. Motion by Travis McColley, seconded by Mandy Barnes to Approve. The motion passed on a 6/0 vote.

D. Authorize the Entering into a Service Agreement for Property Management Services

Wanberg went over the need for the City to enter into an agreement with a property management company to run the reporting and day to day needs of both the public housing program as well as Robinwood. There were several companies contacted and two came forward with offers. There is one local company, Ccrnerstone that gave the HRA a bid. Wanberg asked the Board to give him authority to discuss the matter with the attorneys and execute an agreement. The Board would like more information and like the opportunity to review the draft agreement before signature. There will be another meeting on April 9th. Motion by Travis McColley, seconded by Mandy Barnes to approve discussions with the management company and come back to the next meeting with the draft to discuss. The motion passed on a 6/0 vote. Motion .

E. Other Matters related to the Management of HRA and EHC Properties

Wanberg asked the board if they preferred to move the Board meetings back to second Monday of the month and they agreed.

7. Adjournment

Motion by Loni Ahlers, seconded by Travis McColley to Adjourn at 7:40 p.m. The motion passed on a 6/0 vote.

Respectfully submitted,

By:_________________________
Kari Casper

City Of Faribault

HOUSING & REDEVELOPMENT AUTHORITY MINUTES

PUBLIC MEETING ROOM | WEDNESDAY, MARCH 1, 2023 | 6:00 PM

Meeting Items

1. Call to Order

   A special meeting was called to order by Chair Speckhals at 6:00 p.m. In attendance were Sara Caron, Travis Kath, Brendan Kennedy, Travis McColley and Chair Matt Speckhals. Absent was Loni Ahlers. Also present was Staff Liason, Rebecca Rand.

2. Items for Discussion

A. Unsheltered Hotel Voucher

   A motion was made McColley, seconded by Kennedy to approve the program guidelines and amount as presented The motion carried on a 5/0 vote.

B. Housing and Redevelopment Authority of Faribault Monthly Meeting Date/ Time Confirmation

   After a brief discussion, the new date and time were agreed upon by all parties. No action was taken at this time.

3. Adjournment

   The meeting was adjourned at approximately 6:15. No formal motion was made.

By:______________________________

Rebecca Rand, Housing Coordinator