



## HOUSING & REDEVELOPMENT AUTHORITY MINUTES

PUBLIC MEETING ROOM

MONDAY, NOVEMBER 13, 2023

6:00 PM

### Meeting Items

#### 1. Call to Order

The regular meeting of the Housing and Redevelopment Authority was called to order by Vice Chair Travis McColley at 6:01 pm. Commissioners: Mandy Barnes, Sara Caron, Colin Maltbie, Travis McColley were in attendance. Also in attendance was Director of Community and Economic Development, David Wanberg and Administrative Assistant II, Kari Casper.

#### 2. Approval of the Minutes

Motion by Colin Maltbie, seconded by Sara Caron to Approve. Motion Passed.

#### 3. List of Claims for Release

Motion by Sara Caron, seconded by Mandy Barnes to Approve. Motion Passed.

#### 4. Program Reports

##### A. Healthy Community Initiative - October 2023 Updates

Motion by Sara Caron, seconded by Mandy Barnes to Approve. Motion Passed.

David Wanberg stated that Nalanie McCutcheon has resigned and Sandy Malecha has indicated that she will be attending the next meeting.

#### 5. Property Reports

##### A. Robinwood Manor

Motion by Sara Caron, seconded by Mandy Barnes to receive and file as presented. Motion Passed.

##### B. Public Housing

Motion by Colin Maltbie, seconded by Mandy Barnes to receive and file as presented. Motion Passed.

## Amendment to the All Pro Cleaners Maintenance Agreement

McColley stated that this should be in the copy of Cornerstone Management to see that these tasks get done. After much discussion, a motion was made by Travis McColley, seconded by Sara Caron to table the matter until the January meeting to bring back more information on the cost and scope. Motion Passed.

### C. Scattered Sites/City Rentals- Monthly Operating and Budget Statement

Motion by Colin Maltbie, seconded by Sara Caron to receive and file as presented. Motion Passed.

## 6. Items for Discussion

### A. Preliminary Discussion with Three Rivers regarding Robinwood Manor

Jenny Larson, Executive Director of Three Rivers Community Action Center, went over the proposed goals and the three options presented for Robinwood. After much discussion, McColley stated that he was not in favor of Option 1, which would be to turn Robinwood over to Three Rivers and either transfer the reserves or utilize the reserves in lieu of the sale price. Larson talked about doing a comparison on other properties and bringing that information back. McColley would like staff to provide numbers on reserves, incoming rents, expenses. No action taken at this time.

### B. Update on the Sale of the HRA's Maintenance Van

Wanberg stated that in a previous conversation with Bliss, there had been interest in the van and they thought that they could sell it for more than what they were offering. The board decided to continue with Bliss trying to sell the van and come back in January with more information. No action was taken at that time.

### C. Preliminary Discussion Related to the Use of Downtown Housing Improvement Program Funds for 204 Central Avenue

Wanberg stated that the Ellison's would like to make the same type of proposal they had with the HRA on the 206 building. That agreement was for \$20,000 per unit, which would bring this ask to \$100,000. After much discussion, the board was favorable to assist in the requested funding; however, did ask get a breakdown on what they would spend the money on. The board also asked them to look into all other potential funding sources as well. No action taken at this time.

### D. Housing Rehab Program

Wanberg explained that since the article was in the paper, the city has received at least five inquiries about this program. After a review of the documents and research on the history of the program, it was discovered that the program guidelines were never adopted and revised, only discussed. The board directed staff to come back once they've had a chance to update the guidelines and proposed application to make a formal motion to adopt the changes in a resolution. Wanberg stated that staff would update this and bring it back. No action had been taken at that time.

### E. Resolution 2023-14 Approve Final Property Tax Levy for FY2024

Motion by Sara Caron, seconded by Mandy Barnes to Approve. Motion Passed.

### F. 2024 Statutory Tort Liability Waiver

Motion by Sara Caron, seconded by Colin Maltbie to approve signing the 2024 Statutory Tort Liability Waiver and not waive the limits. Motion Passed.

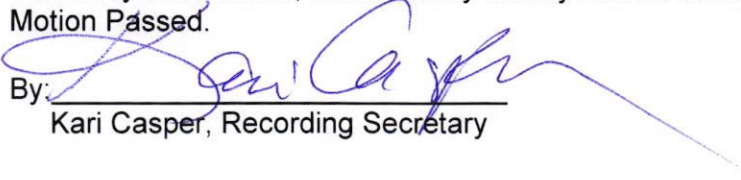
## 7. Other Updates

Wanberg reminded everyone that if their term is up and they want to remain on the board, they go to the website and complete the application form. He also stated that

with upcoming events, we may need to hold a special meeting since Barnes and McColley may not be able to make the December meeting. He also mentioned that the bowling alley is looking for funding.

8. Adjournment

Motion by Sara Caron, seconded by Mandy Barnes to adjourn the meeting at 7:45 p.m..  
Motion Passed.

By: 

Kari Casper, Recording Secretary