



HOUSING & REDEVELOPMENT AUTHORITY MINUTES

3RD FLOOR
CONFERENCE ROOM

SEPTEMBER 8, 2025

6:00 PM

Meeting Items

1. Call to Order/Approve Agenda

Chair John Rowan called the regular meeting of the Housing and Redevelopment Authority to order at 6:00 pm. Commissioners Travis McColley, Mandy Barnes, Travis Kath, Carrie Winjum, and Shafi Qanyare were in attendance. Also in attendance were City Administrator Jessica Kinsinger, Executive Director Thomas Furman, and Matt Ristrom.

A motion was made by Travis McColley, seconded by John Rowan, to approve the agenda. The motion passed unanimously.

A motion was made by Travis McColley, seconded by Mandy Barnes, to approve the June Minutes with one name spelling corrected. The motion passed unanimously.

2. Welcoming Shafi Qanyare to the HRA Board

A. The HRA board recognized Shafi Qanyare as a new commissioner.

3. Property Management Reports

A. Robinwood and Scattered Sites:

A brief update on current occupancy shows 1 vacancy in Robinwood with one additional anticipated move-out. A list of claims to be paid by the HRA for Robinwood was covered. The Shumway property is still under remodel. A list of claims to be paid by the HRA was covered. Motion made to pay the claims made by Travis McColley, seconded by Mandy Barnes. The motion passed unanimously.

4. Items for Discussion

A. Reassignment of FDC – Motion made to support completion of the following prior to considering any reassignments:

1. **Completion of Phase 2** – FDC must fully close out Phase 2 of the rehabilitation work, including all inspections and documentation required under the loan agreements.
2. **Submission of Sources and Uses** – FDC must provide a detailed accounting of all project funds received to date, demonstrating allocation of funds in accordance with approved plans.
3. **Tenant Impact Documentation (311 Central Avenue)** – FDC must provide written confirmation that the reassignment of 311 Central Avenue did not involve evictions or forced tenant removals.

Motion to approve the recommendation made by Travis McColley, seconded by Carrie Winjum. The motion passed unanimously.

- B. MN NAHRO commissioner training – We have 6 commissioners who have signed up for the next training.
- C. Preliminary Budget for FY 2026 – Director Furman reported that we are still working to get more accurate numbers from the city audit and will hopefully have a preliminary budget next month.
- D. Tree Removal Grant update – City Admin Kinser let the HRA know that the city is not interested in the HRA giving them additional funds to expand the program, that the city will do that on its own.
- E. MN NAHRO Annual Conference – Director Furman plans to attend the Fall MN NAHRO conference in Duluth. A motion was made by Travis McColley, seconded by Mandy Barnes. The motion passed unanimously to allow the expenses to be covered for the conference trip.
- F. Scattered Sites Tree Removal Contract. Motion made by Travis McColley, seconded by Mandy Barnes, to keep doing the tree removal work. The motion passed unanimously.
- G. Cornerstone Contract Transition - Resolution 2025-07 Termination of Cornerstone Contract was shared, motion made by Travis McColley, seconded by Travis Kath. The motion passed unanimously
- H. River Front Property purchase option – The board considered looking at property in the area and assisting with development through purchases. One specific property (not disclosed) was discussed, and due to concerns of flooding, it was not considered at this time.
- I. Consultant work for strategic planning with Allyson Brunette – Current bill is up from \$10,000 to \$11,000. Motion made by Travis McColley to allow the Executive Director to increase expenses as needed to get everything done by an additional \$3,000, seconded by Carrie Winjum, and the motion passed unanimously.

5. Executive Director Report

Director Furman reported on the Robinwood sale and relationship with Cornerstone, and where we are ready for the change when needed. The Board was updated on a meeting with Loucks & Schwartz to take over much of the financial Fee Accounting work. And, lastly, about the upcoming shoulder surgery for Director Furman, where he will be out recovering for 2-4 weeks. The board requested to postpone the next HRA meeting to October 20 (one week later).

6. Adjournment

A motion was made by Mandy Barnes, seconded by Travis McColley. The motion passed unanimously at 7:36 pm.

By: _____


Thomas Furman, Executive Director