



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

TUESDAY, DECEMBER 2,
2025

6:00 PM

1. Call to Order/Roll Call

2. Items for Discussion

A. Hearing on the Removal of Travis Kath from the Housing and Redevelopment Board

1. Resolution 2025-329 Approve Removal of Travis Kath as a Member of the Housing and Redevelopment Authority Board

3. Adjournment

(The Council may meet as a group for dinner)

NOTE:

CC Closed Captioning of Council meetings available on FCTV.

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Para pedir este documento en otro idioma, envíe un correo electrónico y adjunte el documento a accessibility@faribault.org.

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Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: December 2, 2025
SUBJECT: Hearing on the Removal of Travis Kath from the Housing and Redevelopment Board

Background:

I received a complaint regarding Travis Kath's behavior at recent and past HRA board meetings. To substantiate the complaints, I interviewed Dave Wanberg, Community and Economic Development Director, Tom Furman, HRA Executive Director, and Allyson Brunette, a consultant hired by the HRA for strategic planning. Based on these interviews, I have substantiated the following from the initial complaint:

At an HRA strategic planning work session held on Saturday, November 15th:

- Mr. Kath frequently brought up matters not pertinent to the HRA and strategic planning in the public session which were not items related to the agenda;
- Mr. Kath referenced needing to smoke marijuana to be present at the meeting;
- Mr. Kath left the session before it was complete in what was interpreted as dissatisfaction with the consultant and another HRA Board member.

Mr. Kath was previously counseled by City staff on his behavior at HRA Board meetings following an outburst in a public meeting in May 2024 where Mr. Kath slammed his head on the table and left the meeting while still in progress. Mr. Kath decided not to resign at that time.

Authority

The bylaws of the City of Faribault Housing and Redevelopment Authority state that "an HRA Board member may be removed by the Mayor and the City Council for inefficiency, neglect of duty, or misconduct in office in accordance with Minnesota Statutes, Section 469.010, as amended."

HONESTY • RESPECT • DEDICATED • VISIONARY • ACCOUNTABILITY

Minnesota Statutes, Section 469.010, which governs the removal of Housing and Redevelopment Authorities, states the following:

“For inefficiency or neglect of duty, or misconduct in office, a commissioner may be removed by the governing body of the municipality. The commissioner must be given a copy of the charges at least ten days prior to a hearing at which the commissioner has an opportunity to be heard in person or by counsel. When charges in writing have been preferred against a commissioner, pending final action thereon the governing body may temporarily suspend the commissioner. If it is found that those charges have not been substantiated, the commissioner shall immediately be reinstated in office. When any commissioner is removed, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the clerk.”

Recommendation

Mr. Kath has shown a pattern of behavior that is disruptive to the HRA Board’s overall functions, creating unnecessary delays in meetings and impeding the work of the other board members. Lack of decorum and etiquette in a public meeting leads to a greater risk of open meeting violations, potential litigation based on a board member’s statements, and an inability to conduct business. A strategic planning session was paid for by the HRA and the work that needed to be completed on November 15th did not get completed, which has caused delays and potentially additional cost to the HRA.

Service on any board or commission is not an automatic right bestowed on any eligible applicant. Board or commission membership is a privilege granted by the City Council to those deemed most capable of carrying out the duties of an appointment to a board or commission. Mr. Kath has demonstrated that he does not have a desire to participate in the long-term planning of the HRA, and is therefore not capable of fulfilling the oath of office sworn to before starting in the role of HRA Board member.

Based on a demonstrated pattern of behavior, I am recommending the following actions by the City Council at a special hearing to be held on Tuesday, December 2nd at 6:00 p.m. in City Council Chambers:

- Approve Resolution 2025-329 Approve Removal of Travis Kath as a Member of the Housing and Redevelopment Authority Board
- OR
- Suspend Mr. Kath for the December 8, 2025, HRA meeting; and
- Table consideration of Resolution 2025-329 until the December 9, 2025, City Council meeting

Recommendation:

Approve Resolution 2025-329 Approve Removal of Travis Kath as a Member of the Housing and Redevelopment Authority Board

OR

Suspend Mr. Kath for the December 8, 2025, HRA meeting; and
Table consideration of Resolution 2025-329 until the December 9, 2025, City Council meeting

Attachments:

1. By-laws revised 2016-
2. MN Statute 469.010

Housing and Redevelopment Authority of Faribault, Minnesota
BYLAWS

ARTICLE I THE AUTHORITY

Section 1. Name of the Authority

The name of the Authority shall be the "Housing and Redevelopment Authority of Faribault, Minnesota" and is herein referred to as the "HRA".

Section 2. Seal of the Authority

The seal of the HRA shall be in the form of a circle and shall bear the name of the HRA and the date of its organization.

Section 3. Office of the Authority

The offices of the HRA shall be located at Faribault City Hall, 208 NW First Avenue, Faribault, Minnesota.

ARTICLE II POWERS AND DUTIES

The HRA is a body corporate and politic, governed by the HRA Board, and shall have all the powers and duties afforded under Minnesota Statutes, Chapter 469, Economic Development, Housing and Redevelopment Authorities, as amended.

ARTICLE III BOARD MEMBERSHIP

Section 1. Board Membership and Appointments

The HRA Board shall consist of seven (7) voting members, who shall be residents of the City of Faribault, Minnesota. Board membership shall be comprised of one (1) Faribault City Council member and six (6) at-large members. One of the at-large members can also be a City Council member. At no time shall there be more than two (2) City Council members on the HRA Board.

HRA Board members shall be appointed by the Mayor of the City of Faribault, with the approval of the Faribault City Council, upon recommendation of the City Council's Joint Committee.

HRA Board members must be appointed in accordance with the requirements of the Code of Federal Regulations, Title 24, part 964, as amended.

Section 2. Term of Office

The term of office of any HRA Board member serving at-large shall be five (5) years. The City Council's HRA Board representative shall serve for one (1) year with board membership reviewed on an annual basis by the City Council. HRA Board members may serve a maximum of three (3) consecutive five (5) year

terms for a total of fifteen (15) years. Thereafter, any HRA Board member may re-apply for additional terms after a one (1) year absence from the HRA Board.

HRA Board members shall serve until a successor is appointed and qualified but not longer than ninety (90) days after the members term has expired.

Section 3. Compensation of Board Members

HRA Board members may receive necessary expenses and compensation pursuant to Minnesota Statutes, Section 469.011, subdivision 4, as amended.

Section 4. Meeting Attendance

It shall be the duty of each HRA Board member to attend all regular and special meetings of the HRA and to attend each subcommittee meeting to which a member is appointed. Attendance of HRA members shall be entered in the minutes of each meeting.

HRA Board members shall attend at least two thirds (2/3) of all regularly scheduled meetings during the HRA's fiscal year. Failure of an HRA Board member to meet these minimum attendance requirements may constitute grounds for removal from the HRA Board.

Section 5. Board Vacancies

The Mayor with the approval of the City Council shall fill vacancies occurring on the HRA Board, other than through expiration of term of office, for the remainder of the original term of the vacated position.

Section 6. Resignations

Resignations shall be submitted in writing to the Mayor and the City Council, a minimum of sixty (60) days prior to the effective date of the resignation.

Section 7. Removal of Board Members

An HRA Board member may be removed by the Mayor and the City Council for inefficiency, neglect of duty, or misconduct in office in accordance with Minnesota Statutes, Section 469.010, as amended.

ARTICLE IV OFFICERS

Section 1. Election of Officers

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. Each officer shall hold office for one (1) year.

Section 2. Term of Officers

An HRA Board member may serve a maximum of three (3) consecutive one (1) year terms to any one (1) office. After completing three (3) terms in any one (1) office, the Board member must wait one (1) year before serving in that office again.

Section 3. Powers and Duties of Chairperson

The Chairperson shall preside at meetings of the HRA Board; call special meetings; establish committees, appoint committee members and select committee chairpersons; sign minutes, resolutions, and other official documents adopted or approved by the HRA Board that require the signature of the Chairperson; assist in the development of meeting agendas; and see that all actions of the HRA are properly taken and carried out.

Section 4. Powers and Duties of Vice-Chairperson / Secretary

The Vice-Chairperson / Secretary shall perform all duties of a Secretary for the HRA. During the absence, disability, or disqualification of the Chairperson, the Vice-Chairperson / Secretary shall exercise all the powers and duties of the Chairperson.

Section 5. Powers and Duties of the Executive of Director

The Executive Director shall be considered a staff person of the HRA and not a member or an officer of the HRA Board. The Executive Director of the HRA shall be the Community Development Director of the City of Faribault. The position of Executive Director shall be approved by HRA resolution. In the absence of a Community Development Director, an Interim Executive Director shall be approved by HRA resolution based on a recommendation by the City of Faribault City Administrator. The Executive Director shall supervise all HRA staff; serve as staff liaison to the HRA, or appoint a designee(s) to be the liaison to the HRA; sign resolutions and other official documents approved by the HRA that require the signature of the Executive Director; assist in the development of meeting agendas; and see that all actions of the HRA are properly taken and carried out.

Section 6. Replacement of Officers

In the event that either the office of Chairperson or Vice-Chairperson / Secretary becomes vacant, a replacement officer shall be elected at the next regularly scheduled meeting to serve out the balance of the original term of the vacated office.

Section 7. Temporary Absence and Appointments

In the event of the temporary absence, disability, or disqualification of the Vice-Chairperson / Secretary, the Chairperson may appoint another member to serve temporarily in this capacity and to assume during this temporary period all the powers and duties of the office as may be immediately necessary to carry out the duties of the Vice-Chairperson / Secretary.

ARTICLE V MEETINGS

Section 1. Regular Meetings

Regularly scheduled meetings of the HRA shall be held on the second Monday of every month commencing at 6 o'clock p.m. in the Faribault City Hall, 208 NW First Avenue, Faribault, Minnesota.

An alternate meeting date, time, and place may be fixed by the HRA Board.

A schedule of HRA monthly meetings shall be kept on file at its offices pursuant to Minnesota Statutes, Section 13D.04, Notice of Meetings, as amended.

Section 2. Special and Emergency Meetings

An additional or special meeting shall be held upon the call of the Chairperson; upon request of at least three (3) of the HRA Board members; or upon request of the Faribault City Council. The Chairperson shall fix the date, place, and time of a special meeting. Such meetings shall be held in compliance with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).

In the event that an emergency situation, the Executive Director of the HRA or his or her designee is hereby granted authority to make decisions for the HRA Board without calling a special meeting. The Executive Director shall notify the Chairperson of the emergency situation as soon as possible and the Chairperson shall in-turn notify the other HRA Board members, if possible, of the emergency. An emergency meeting shall be held in compliance with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).

Section 3. Meeting Notice

Adequate notice of all HRA Board meetings shall be given to encourage attendance by HRA Board members and other interested persons and to meet all requirements of the law. All meeting notices shall comply with the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Section 13D.04, as amended).

All HRA meetings shall be open to the public as required by the Minnesota Open Meeting Law (Minnesota Statutes, Section 13D.01, as amended).

Section 4. Quorum Requirements

In order for the HRA to meet, act or transact business, a quorum of the HRA Board must be present. A quorum is a majority of HRA Board members in office at any time as defined in Minnesota Statutes, Section 469.011, subdivision 1, as amended.

Section 5. Voting Requirement and Procedures

- A. Requirements. The concurring vote of a majority of the quorum shall be necessary for any formal action by the HRA.
- B. Procedure. Voting shall be by voice vote. A vote by roll call may be taken at the discretion of the Chairperson or upon request of any HRA Board member. In the event of a roll call vote, the Chairperson shall vote on each matter, but shall always vote last. The vote of each HRA Board member shall be recorded.

Section 6. Conflict of Interest

Any HRA Board member or HRA employee who has a financial interest in any matter that is before the HRA shall publicly state the nature of said interest, excuse himself or herself from participation in the discussion or any decision making process regarding the matter, and comply with the requirements of Minnesota Statutes, Section 469.009, as amended.

Section 7. Robert's Rules of Order

Robert's Rules of Order shall be followed by the HRA in all cases not otherwise provided for herein.

The HRA Board may at any time waive the Rules through a majority vote of a quorum of the members present.

Section 8. Public Comment

All citizen comments, written and oral, relating to an agenda item shall be presented to the HRA Board upon its consideration of such agenda item.

The public shall be allowed to participate in the discussion of an agenda item upon recognition by the Chairperson at the appropriate time during the meeting and in accordance with Robert's Rules of Order.

Section 9. Minutes of Meetings

The minutes shall be approved at the next regular meeting by formal action of the HRA Board. The minutes shall then become part of the permanent records of the HRA. The unapproved minutes shall be prepared and distributed to the HRA Board members at the following month's meeting.

ARTICLE VI COMMITTEES

Section 1. Establishment of Committees

At any regular or special meeting of the HRA, the Chairperson may establish such committees and give them charge of responsibilities as necessary and appropriate to assist the HRA in carrying out its powers and duties.

If directed by a majority vote of the HRA Board, the Chairperson shall establish a committee for a stated purpose.

Section 2. Committee Appointments

The Chairperson shall appoint committee members and select the chairperson there of and, as necessary, appoint members as replacements to fill vacancies, to add to a committee size, or to provide temporary replacement for an absent member.

HRA Board members may submit, and the Chairperson will consider, for appointment the names of prospective members of any committee.

The Chairperson may appoint non-members of the HRA Board to any committee, and those appointees shall have the right to participate and vote in such committee.

Section 3. Committee Procedures

- A. Each committee may establish such rules and regulations governing its procedure as it deems necessary, or as directed by the HRA Board.
- B. Each committee shall make timely reports of its findings and recommendations to the HRA Board. Committee reports shall be presented to the HRA Board by a committee member who voted with the prevailing side of such committee on the subject of the report.
- C. All committee meetings shall be subject to the requirements of the Minnesota Open Meeting Law (Minnesota Statutes, Ch. 13D, as amended).
- D. HRA Board members serving on any committee shall not be bound at any HRA meeting to vote in accordance with the member's vote on the same question in the committee.

ARTICLE VII MEETING AGENDAS

Section 1. Order of Agenda Items

The Executive Director of the HRA shall prepare HRA Board meeting agendas with input from the Chairperson. Items shall be placed on the agenda in the following order. The order of agenda items may be rearranged at the discretion of the Chairperson, with the approval of the HRA Board, to expedite the meeting.

- a) Call to Order;
- b) Approval of Minutes;
- c) Program Reports;
- d) Property Reports;

- e) Items from Staff; and/or HRA Board members; and
- f) Adjournment.

Section 2. Distribution of Agendas

Staff shall make every reasonable effort to prepare and distribute to HRA Board members, a final agenda for all regular and special meetings at least five (5) days prior to the scheduled meeting.

Section 3. Posting of Agendas

Except as limited by Minnesota Statutes, Section 13D.04, and Article V of these Bylaws, the agenda for HRA meetings shall be posted for public viewing at the offices of the HRA at least five (5) days prior to the meeting.

ARTICLE VIII AMENDMENT OF BYLAWS

The bylaws may be amended at any meeting of the HRA by the concurring vote of a majority of the HRA Board members, provided that written notice of said proposed amendments is provided to each Board member at least fourteen (14) days prior to the meeting.

ARTICLE IX EFFECTIVE DATE OF BYLAWS

These bylaws shall be in effect immediately upon their adoption.

ADOPTED AND APPROVED by the Housing and Redevelopment Authority of the City of Faribault, Minnesota this 9th day of May 2016.

Loni Streefland, Chairperson

Brendan Kennedy, Vice Chairperson/Secretary

Attest:

Deanna Kuennen, Executive Director

469.010 REMOVAL; HEARING; NOTICE.

For inefficiency or neglect of duty, or misconduct in office, a commissioner may be removed by the governing body of the municipality. The commissioner must be given a copy of the charges at least ten days prior to a hearing at which the commissioner has an opportunity to be heard in person or by counsel. When charges in writing have been preferred against a commissioner, pending final action thereon the governing body may temporarily suspend the commissioner. If it is found that those charges have not been substantiated, the commissioner shall immediately be reinstated in office. When any commissioner is removed, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the clerk.

History: *1987 c 291 s 10*

CITY OF FARIBAULT

RESOLUTION #2025-329

APPROVE REMOVAL OF TRAVIS KATH AS A MEMBER OF THE HOUSING AND REDEVELOPMENT AUTHORITY BOARD

WHEREAS, the by-laws of the Housing and Redevelopment Authority Board provide that a member of the board may be removed by the Mayor and City Council for inefficiency, neglect of duty, or misconduct in office; and

WHEREAS, any removal of a member from the Housing and Redevelopment Authority Board must be done in compliance with Minnesota Statutes, Section 469.010; and

WHEREAS, Travis Kath was notified via email on Friday, November 21, 2025, of a hearing to be held with the City Council on December 2, 2025, for his removal from the Housing and Redevelopment Authority Board, meeting the ten-day notice requirement; and

WHEREAS, the City Council held a hearing on December 2, 2025, to hear the complaint made against Travis Kath and the findings related to the complaint;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council find that Travis Kath has demonstrated inefficiency, neglect of duty and/or misconduct in his role as a member of the Housing and Redevelopment Authority Board; and

BE IT FURTHER RESOLVED, the Mayor and City Council hereby remove Travis Kath from his Housing and Redevelopment Board position effective immediately.

Date Adopted: December 2, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator