

**Faribault Housing and Redevelopment Authority**  
**Meeting Minutes**  
January 10, 2022

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**1. Call to Order / Approval of the Agenda**

Vice Chair Ahlers called the meeting to order at 6:05 p.m.

**Members Present:** Brenden Kennedy, Travis McColley, Matt Speckhals, /Jonathan Wood and Vice Chair Ahlers.

**Members Absent:** Matthew Steeves and Chair Brown

**2. Minutes**

**A. Minutes of December 13, 2022.**

A motion was made by McColley to approve the minutes of November 8, 2021 seconded by Wood as presented.

Motion carried on a 5/0 vote.

**3. Program Reports**

**A. Mobile Home Buyout Program**

No activity to report

**B. Mobile Home Heat Tape Program**

Kuennen stated that a number of applications for the program have been received; however, at this time Staff has been unable to find a contractor interested in doing the work on behalf of the HRA.

**C. Monthly Loan Status Report**

Nothing new to report.

**D. RAD/Repositioning Process**

The kick-off meeting took place with Braun Intertec to begin the mandatory environmental review process; however, Braun Intertec has requested that the completion date in the contract be amended to account for the delays from HUD in approving the waivers.

**E. Sale of 1116 2<sup>nd</sup> St NW**

US Bank finally responded and then requested additional paperwork for the Satisfaction of Mortgage which should be completed soon. The information related to the delays have been communicated to the purchaser.

## **F. 230 Central Avenue Apartments**

Mr. Nelson submitted a monthly update as required. The information identified in the update prompted an inspection by the Building Official who report that the project seems to be moving along and is on track with the HRA's requests at this time.

A motion was made by Kennedy and seconded by McColley to receive and file the program reports as submitted.

Motion carried on a 5/0 vote.

## **4. Property Management Reports**

### **A. Robinwood Manor**

The financial report for the month of November was briefly discussed. Staff also noted that troubleshooting was continuing with the Fresh Air Sensors and reports.

Kuennen also mentioned that the Elderly Housing Corporation (EHC) held their annual meeting and requested that Staff look into possibly dissolving the EHC since the mortgage has been paid off. There may be other reasons that the EHC should not be dissolved, which would be discovered through the research process.

### **B. Public Housing**

The financial report for the month of November was briefly discussed. One of the larger expenses was the replacement of doors as identified in the 2019 REACH Inspection, which required that all door repaired with a patch be replaced with a new door.

### **C. Scattered Sites Rental Housing**

Nothing new to report.

A motion was made by Wood and seconded by Kennedy to receive and file the operating statement as submitted.

Motion carried on a 5/0 vote.

## **5. Public Hearings**

None.

## **6. Action Items**

### **A. Amend Contract with Braun Intertec – HUD Part 58 Environmental Review**

As part of the RAD repositioning, a Part 58 Environmental Review is required. In October 2021 the HRA, after soliciting proposals, approved a service contract with Braun Intertec to complete the required environmental review. The kick-off of the project was then paused

until HUD officially approved the waiver that allows the HRA to proceed with the repositioning request. On December 2, 2021 HUD provided approval of the waiver. Due to this delay, Braun Intertec requested that the approved contract be amended to establish a new contract term date in Section 4.1 of the contract. Staff recommended a new term date of September 30, 2022.

A motion was made by McColley and seconded by Speckhals to approve Resolution 2022-01 amending Section 4.1 to a new expiration date of September 30, 2022.

Motion carried on a 5/0 vote.

## B. Summary of Available Housing Programs

Staff provided an overview of the programs approved in the 2022 HRA budget. These include:

### CONTINUATION OF EXISTING PROGRAMS

- Mobile Home Buyout: \$20,000 – reduced based on decreased program activity
- Mobile Home Heat Tape: \$10,000 – currently seeking contractor
- Rental Rehab (Fund 244): \$100,000 – program guidelines previously approved

### BLIGHT/REDEVELOPMENT PROGRAMS

Specific program guidelines and criteria to be determined/developed

- Downtown/2nd Floor Apartment Renovations \$100,000
- “Fix Up” Program – for home owners/exterior improvements \$50,000

### HOME OWNERSHIP PROGRAM

- Down Payment Assistance: \$100,000

Kuennen discussed the various programs and shared information on other programs offered by other agencies. Discussion ensued regarding means to advertise programs and work with area lenders to ensure awareness.

## C. Overview of Current Housing Development Projects and Opportunities

Kuennen provided a summary of the recent multi-family housing developments in Faribault, for informational purposes only. The projects include:

- Hillside Apartments – 44 units market rate – opened Summer 2020
- Loft at Evergreen – 76 units affordable – opened Fall 2021
- Straight River Apartments – 111 units market rate – under construction/opening 2022
- The Lofts on 1st and 3rd – 8 units market rate – opened Summer 2020
- 230 Central/T. Nelson Apartments – 8 units (4 affordable) – opening Summer 2022
- Cardinal Ave/Cashin Apartments – two 16-unit buildings – one completed in late 2021
- 903 Spring Road/Bakken – two 4-plexes

### Planned Multi-Family Housing Developments

- C-Alan Homes – 32 townhomes
- John Cameron/Faribault Place – 60-unit senior with services
- Redevelopment of Lockerby Property – no selected developer at this time

Kuennen explained the process on working with the developments and she presented a map of potential sites for development that Staff shared with interested multi-family developers.

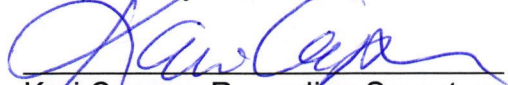
## **6. Adjourn**

Next meeting will include election of officers. There is one opening on the HRA with Steeves term expiring and he opted not to apply.

A motion was made by McColley and seconded by Wood to adjourn the meeting at 6:49 p.m.

Motion carried on a 5/0 vote.

Respectfully Submitted,

  
Kari Casper, Recording Secretary