

**Faribault Housing and Redevelopment Authority
Meeting Minutes
Monday, February 12, 2018**

1. Call to Order / Approval of the Agenda

Kennedy called the meeting to order at 6:00 p.m. in the First Floor Public Meeting Room at Faribault City Hall.

Members Present: Brendan Kennedy, Matt Speckhals, Janna Viscomi, Gary Lazarz and Loni Streefland

Members Absent: Eric Merrill and Zulema Delgado

Staff Present: Community Development Coordinator Kim Clausen;

Others Present: None

2. Minutes

A. Minutes of January 8, 2018

A motion was made by Speckhals and seconded by Lazarz to approve the January 8, 2018 regular meeting minutes as presented. Motion passed unanimously.

3. Program Reports –Kim Clausen, Community Development Coordinator presented the reports.

A. Mobile Home Buyout Program

No activity to report.

B. Monthly Loan Status Report

Loan status reports for 245, 246 and 247 were reviewed.

Motion was made by Lazarz and seconded by Streefland to receive and file the report as submitted. Motion passed unanimously.

4. Property Reports – Kim Clausen, Community Development Coordinator presented the reports.

A. Robinwood Manor

December 2018 Program Report

December occupancy was at 100% with no units turning over. The biggest expenses included snow plowing/sanding for \$1,700, pes control treatments for \$688 and water mitigation in one unit for \$1,190.47.

Motion was made by Streefland and seconded by Speckhals to receive and file the monthly operating report as presented. Motion passed unanimously.

B. Public Housing

December 2018 Program Report

December occupancy was at 96% with one units turning over. Major expenses in December include unit turnover fees of \$7,746 and snow plowing/sanding for \$2,045.

Motion was made by Viscomi and seconded by Streefland to receive and file the monthly operating report as presented. Motion passed unanimously.

C. Scattered Sites Rental Housing

December 2017 Program Report

December occupancy was at 100% with no units turning over. There were no major expenses in December.

Motion was made by Lazarz and seconded by Streefland to approve the monthly operating report as presented. Motion passed unanimously.

5. Items of Discussion

A. HRA Rehab Loan Write-Off

Staff presented information on an uncollectible home rehabilitation loan from 2002 that should be forgiven. It was recently discovered the home was foreclosed on in 2013 and it is unlikely the HRA will be able to collect from the former homeowners.

A motion was made by Lazarz and seconded by Speckhals to approve the writeoff of a \$6,004 home rehabilitation loan, pursuant to a mortgage that was recorded as document number 518067 at the Office of the Rice County Recorder on May 29, 2003, and directing staff to amend the general ledger to reflect the change. The motion passed unanimously.

B. Down Payment Assistance Program Guidelines

Commissioners reviewed the proposed guidelines for the Down Payment Assistance Program. Commissioners are concerned that due to the current strong housing market, this program could make the current housing shortage worse. There are currently only a handful of homes on the market around the \$150,000-175,000 or less price range, which would be affordable to first-time homebuyers. Homes are being bought quickly, indicating that borrowers are able to afford the homes on their own. Commissioners felt the program would be more effective if it could be used to attract a concentration of newly developed "affordable" units. The HRA agreed by consensus to direct seek a developer to partner with on the creation of multiple new single-family homes/townhomes for first-time homebuyers that could be incentivized with down payment assistance.


6. Adjourn

Chairperson Kennedy declared the meeting adjourned at 6:25 p.m.


Brendan Kennedy, Chairperson


Matt Speckhals, Vice Chairperson/Secretary

Respectfully Submitted,


Kim Clausen, Community Development Coordinator