

Faribault Housing and Redevelopment Authority
Meeting Minutes
Monday, March 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, Eric Merrill and Zulema Delgado

Members Absent: Loni Streefland

Staff Present: Community Development Coordinator Kim Clausen;

Others Present: None

2. Minutes

A. Minutes of February 12, 2018

A motion was made by Lazarz and seconded by Merrill to approve the February 12, 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 Merrill and seconded by Speckhals 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

January 2018 Program Report

January occupancy was at 98% with no units turning over. There were no unusual expenses. The management received a Satisfactory rating after the annual management review in January.

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

B. Public Housing

January 2018 Program Report

January occupancy was at 100% with one unit turning over. There were no major expenses. The unaudited financial statements were submitted to HUD REAC by the February 28 deadline.

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

C. Scattered Sites Rental Housing

January 2018 Program Report

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

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

5. Items of Discussion

A. Robinwood Manor ACOP Amendments

Staff presented proposed changes to the Admissions and Continued Occupancy Policy required by HUD. Changes included the addition of an Emergency Transfer Policy for victims of domestic violence and verifications of Social Security numbers for kids under 6.

A motion was made by Lazarz and seconded by Merrill to adopt Resolution 2018-02 approving changes to the Robinwood Manor ACOP. The motion passed unanimously.

B. Manufactured Home Rehab Guidelines

Staff presented draft guidelines for a Manufactured Home Rehab Program, which was included in the 2018 HRA budget. Viscomi was not supportive of the program because it wouldn't make a large impact and there aren't enough funds for everyone. Commissioners wanted grants to be of a small amount, \$1,000 each, and focus on eliminating exterior blight. They discussed applying the funds towards roof, windows, siding, paint, sheds and garbage removal. However, final direction was to develop a program that focuses exclusively on painting the exterior of as many homes as possible up to a combined maximum of \$25,000. One contractor would be selected and homeowner applications would be selected on a first-come/first-served basis.

A motion was made by Merrill and seconded by Speckhals to develop a program that focuses exclusively on painting the exterior of as many homes as possible up to a combined maximum of \$25,000. One contractor would be selected and homeowner applications would be selected on a first-come/first-served basis. The motion passed unanimously.

C. Housing Rehab Deferred Loan Guidelines

Staff presented draft guidelines for a Housing Rehab Deferred Loan Program and requested feedback on certain policy points. Viscomi noted she is not supportive of giveaways and doesn't feel the program will have a lasting effect. Staff noted that this program was approved last fall as part of the HRA's 2018 budget. Speckhals supports allowing repairs to both the interior and exterior of homes. Merrill thinks it should be outside repairs only. Commissioners talked about requiring homeowners to have equity in the project and reducing the award amount in order to help more homeowners. There was discussion about targeting a neighborhood in order to have a more visible impact.

A motion was made by Merrill and seconded by Speckhals to include the following provisions in the program:

- Max grant of up to \$7,500, with the full amount due upon resale
- HRA will provide up to 70% of project costs and homeowner providing the other 30%
- Target the program to 7th Street NW between Highway 21 and 2nd Avenue NW, and 2nd Avenue NW between 7th Street NW and Highway 3
- Exterior improvements only
- No income limits

The motion passed 5-1 with Viscomi voting no.

D. HRA Involvement on Community Planning Efforts

The Planning Division is seeking HRA representatives who are interested in possibly serving on the various committees associated with the Comprehensive Plan. Merrill indicated he is interested in serving on the Park System Plan. Speckhals and Kennedy said they would be interested in serving on the Steering Committee or

the Downtown Master Plan committee.

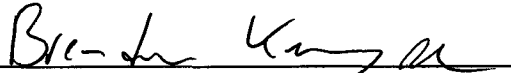
E. Opportunity Zones

Staff explained a new federal program, the Opportunity Zones Program, which was created as part of the 2017 tax bill. Communities must identify eligible census tracts within their communities and recommend that these tracts be selected for participation. It is important to have community support for these recommendations.

A motion was made by Lazarz and seconded by Viscomi to adopt Resolution 2018-05 recommending two Faribault census tracts for inclusion in the Opportunity Zones Program. The resolution passed unanimously.

6. Adjourn

A motion was made by Lazarz and seconded by Speckhals to adjourn the meeting at 7:40 p.m. The motion passed unanimously.


Brendan Kennedy, Chairperson


Matt Speckhals, Vice Chairperson/Secretary

Respectfully Submitted,


Kim Clausen, Community Development Coordinator