

Faribault Housing and Redevelopment Authority
Meeting Minutes
Monday, April 9, 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 Loni Streefland

Members Absent: Zulema Delgado

Staff Present: Community Development Coordinator Kim Clausen;

Others Present: None

2. Minutes

A. Minutes of March 12, 2018

A motion was made by Lazarz and seconded by Speckhals to approve the March 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 Viscomi and seconded by Merrill to receive and file the report as submitted. Motion passed unanimously.

C. Mobile Home Painting Program

Staff is finalizing the mailing for the program, with notices to be sent out soon.

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

D. Housing Rehab Loan Program

Staff is finalizing the mailing for the program, with notices to be sent out soon. Viscomi noted she is working with Code Enforcement to enforce nuisance items in this corridor to make a bigger impact.

Motion was made by Streefland and seconded by Merrill 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

February 2018 Program Report

February occupancy was at 100% with no units turning over. The biggest expense was snow removal for \$3,875.

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

B. Public Housing

February 2018 Program Report

February occupancy was at 96% with one unit turning over. The largest expenses were unit turnovers for \$2,681, snow removal for \$6,282.50 and a new refrigerator for \$719. One resident was issued a notice to vacate for lease violations.

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

C. Scattered Sites Rental Housing

February 2018 Program Report

February occupancy was at 100% with no units turning over. The major expenses included snow removal for \$665 and furnace replacement for \$1,350.77.

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

5. Items of Discussion

A. Possible Housing Opportunities

Staff sought direction from the HRA on various housing opportunities, including exploring the feasibility of constructing another multifamily building similar to Trails Edge, and redeveloping the west half of the downtown block bounded by Division Street W, 1st Avenue NW and 1st Street NW. Viscomi is concerned about the HRA paying for redevelopment costs associated with the downtown block because of the limited pool of HRA funds. She is concerned that the City's cost allocation is depleting the HRA's fund balance, and that once those funds are gone, they are gone. Viscomi thinks the City will take the lead on redeveloping this property. Other commissioners agreed it would be beneficial to eliminate the cost allocation so they can have flexible project funds coming in.

Commissioners also stated they would like to meet with the EDA to discuss partnership opportunities. Publicly owned land could be used as leverage for a multifamily development. There was consensus among the HRA to wait until the City Council has determined their vision for this downtown block before moving forward.

A motion was made by Lazarz and seconded by Merrill to request the City Council eliminate the cost allocation charges to the HRA. The motion passed unanimously.

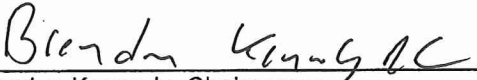
B. Public Housing Water Heater Replacements

Staff solicited proposals for replacement of water heaters in 27 units and sump pumps in 24 units. Proposals were received from Wencil Plumbing and Faribo Plumbing. Wencil Plumbing submitted the lowest cost proposal.

A motion was made by Streefland and seconded by Speckhals to approve Wencil Plumbing for the Public Housing water heater and sump pump replacement project and authorizes the HRA chairperson and/or Executive Director to execute the necessary documents to allow the project to proceed. The motion passed unanimously.

6. Adjourn

A motion was made by Lazarz and seconded by Merrill to adjourn the meeting at 6:45 p.m. The motion passed unanimously.


Brendan Kennedy, Chairperson


Matt Speckhals, Vice Chairperson/Secretary

Respectfully Submitted,


Kim Clausen, Community Development Coordinator