

Faribault Housing and Redevelopment Authority
Meeting Minutes
May 10, 2021

1. Call to Order / Approval of the Agenda

Chair Brown called the meeting to order at 6:00 p.m.

Members Present: Brendan Kennedy, Matt Speckhals, Matthew Steeves, Jonathan Wood and Vice Chair Ahlers

Members Absent: Narren Brown, Zulema Degaldo

Staff Present: Community Development Coordinator, Kim Clausen and Administrative Assistant, Kari Casper

2. Minutes

A. Minutes of April 12, 2021.

A motion was made by Kennedy and seconded by Wood to approve the April 12, 2021 meeting minutes.

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

No activity to report

D. Monthly Loan Status Report

Clausen presented the report stating that there are two loans that if not paid at this time, will be paid at the time of the sale of the home.

A motion was made by Wood and seconded by Steeves to receive and file the report as submitted.

Motion carried on a 5/0 vote

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

A. Robinwood Manor

March, 2020 Program Report

March's occupancy was at 98%. The largest expenses during the month of March include insurance for \$9,730, plowing and sanding for \$600 and unit turnovers for \$2,419.

Trial FreshAir sensors have been installed in a handful of units to test the connectivity of the units. Once the testing phase is complete the rest of the sensors will be installed and the monitoring will begin.

The Community Room was opened back up to tenants starting May 1 with COVID-19 protocols in place.

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

Motion carried on a 5/0 vote

B. Public Housing

March, 2020 Program Report

March's occupancy was at 100%. The largest expenses for March include insurance for \$34,522, plowing/sanding for \$1,660, new flooring for \$1,204, appliances for \$829 and a vanity for \$685.

Bids were obtained for the parking lots at Western and 1st Street. After some discussion, the decision was made to go with the lowest bid brought in by BMI.

A motion was made by Kennedy and seconded by Speckhals to approve the bid from BMI to update the parking lots at Western and 1st Street public housing.

Motion carried on a 5/0 vote

C. Scattered Sites Rental Housing

March, 2020 Program Report

March's occupancy was at 100%. Major expenses in March included insurance for \$502 and plowing/sanding for \$60.

A motion was made by Speckhals and seconded by Steeves to receive and file the report as submitted.

Motion carried on a 5/0 vote

D. 1116 2nd St NW and State Avenue

Staff is revising the specifications to allow for bidding of a modular home and general contracting of the work not covered by the modular home manufacturers. A preliminary estimate of a modular home based on the existing plans was received, and totals \$110,000. This cost does not include the lot, front porch, HVAC, appliances, basement,

stairs, utilities, grading/landscaping, driveway or residing/reroofing the garage. Bids will be brought back to a future meeting.

5. Items of Discussion

A. Public Hearing – Sale of State Avenue Lot

At the beginning of the discussion Commissioner Steeves asked to recuse himself from this vote since his spouse works for the Chamber of Commerce.

Clausen began her presentation stating that a public hearing notice was published in the Faribault Daily news on April 28, 2021, inviting the public to comment on the proposal. To date, no comments have been received.

The board was asked to direct staff to hold a public hearing to accept comment on the proposed transfer/sale of the State Avenue lot to the Chamber Trust. If appropriate based on the comments received, adopt a resolution at the meeting approving the transaction and the purchase and development agreement.

Wood then brought a motion to open a public hearing seconded by Speckhals.

The motion was carried on a 4/0 vote.

No one from the public was present to comment.

Wood then brought a motion to close the public hearing seconded by Steeves.

Motion carried on a 4/0 vote.

Speckhals then brought a motion to approve Resolution 2021-02 Approving Authorizing Sale of Property Located Within the City of Faribault and Having the PID 18.32.2.80.002.

Motion carried on a 4/0 vote.

B. 306 Central Avenue Space Use Agreement

A request has been submitted to use the 306 Central Avenue event space for the 2021 Heritage Days Mayor's Reception. The event date is June 17 from 3:30-8:00 p.m. Approximately 80 people are expected for the event and they will waive the typical button requirement so the public can attend free of charge. The property owner has confirmed this event will work with their schedule.

A motion was brought by Kennedy and seconded by Steeves to approve the Heritage Days Mayor's Reception as one of the 4 free City/HRA/Chamber events at 306 Central Avenue.

Motion carried on a 5/0 vote

C. Rental Rehab Program

Several years ago the HRA had a Rental Rehabilitation Program that utilized Small Cities Development Program funds from the Minnesota Housing Finance Agency. The program was closed out, but approximately \$186,000 remains in the fund balance for this program. The HRA earmarked \$100,000 of these funds for a new Rental Rehab program. In addition, the HRA recently discussed restarting the Downtown Housing Improvement Program.

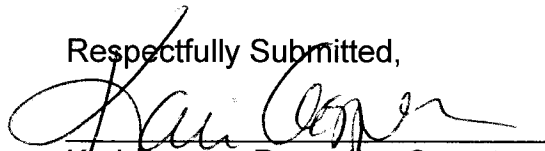
A motion was brought by Wood and seconded by Kennedy to approve a rental rehab program as written with the inclusion of forgivable after ten years but if the applicant moves before the ten years, thirty percent (30%) is due and payable at the time of the sale.

Motion carried on a 5/0 vote

6. Adjourn

A motion was made by Wood and seconded by Kennedy to adjourn the meeting at 6:25 p.m.

Motion carried on a 5/0 vote.

Respectfully Submitted,

Kari Casper, Recording Secretary