

**ST. CLOUD HOUSING & REDEVELOPMENT AUTHORITY  
STUDY SESSION**

Wednesday, January 27, 2021

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, January 27, 2021, St. Cloud HRA Boardroom, 122 W. St. Germain St, St. Cloud, MN. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present via ZOOM teleconference: Mike Conway, Abdi Daisane, Seal Dwyer, Jeff Goerger, Nancy Gohman, George Hontos and Hani Jacobson. Absent: None.

Chair Gohman introduced new Commissioner Hani Jacobson, welcomed her to the Board and asked her to introduce herself. Ms. Jacobson gave a brief background of herself to the Board.

The Board discussed the recommendations of the Personnel Committee regarding Executive Director Louise Reis' annual evaluation and compensation.

Executive Director Louise Reis, Finance Director Karen Rizer, Project Manager Paul Soenneker, Voucher Programs Manager Lori Lygre, Programs and Property Manager Jason Neuerburg and Administrative Services Manager Sandy Hunter joined the meeting at 5:45 p.m. by ZOOM for the Affordable Housing Discussion.

Louise Reis, Executive Director, said she had a phone conversation with administration from the City and Central Minnesota Housing Partnership to discuss availability of land and affordable housing needs for the City. She said their questions to her was who should be at the table for this discussion and how to work the plan once this is determined. Ms. Reis said her response was that if HRA land was involved, the first thing that would need to happen is to find a developer with expertise in this area.

Commissioner Hontos questioned who classifies as the highest priority group in housing needs. Ms. Reis responded this is a decision the Board needs to make. She said not only is affordable housing needed but supportive services are needed that the HRA does not provide.

Ms. Reis stated the HRA owns three properties that could be used: a smaller property on Pinecone Road, and properties that were established for additional housing at Westwood and Swisshelm Villages.

Commissioner Hontos said that perhaps the private sector group he and Ms. Reis had meetings with previously could be brought back for further discussion. He suggested that maybe private landlords or hotels might join in the solution and provide programs similar to the voucher program. Ms. Reis agreed this could be open for discussion, but for her, she would need to add a staff person who understands housing development. She said she has no one on staff, including herself, that is appropriately trained, nor has available time, to handle this. Commissioner Dwyer responded that this has been tried by staff in the past to get the private sector, or any service assistance, and no one seems to be stepping up to the request and demand.

Chair Gohman asked if the study completed two years ago would suffice in determining the greatest need group. Commissioner Hontos said at that time it was determined it was youth that were at risk of homelessness. He said since property is owned on Cooper Avenue, that may be the place to start. Commissioner Dwyer responded that at that time Youth for Christ did not want to be involved with a project. Ms. Reis stated also this property is not ready to be built on and a service provider would need to be identified for this type of project before anything else could be looked at. She said as a public agency an RFQ would need to be issued.

Commissioner Jacobson commented she is aware of many families in need of larger housing or a change in income guidelines because the housing market demands higher rents. Commissioner Hontos said this is what needs to be decided; what group is the highest need.

Chair Gohman asked Ms. Reis to send out to all Board members the five-year market study that was completed a couple years back so they are familiar with what was found in it. Commissioner Dwyer stated perhaps the Count in Time for the homeless may lend interest to those with the greatest need. Ms. Reis responded that unfortunately, due to COVID-19 they will not be doing the count this year.

Commissioner Conway suggested maybe it would be better to stick with family or multi-housing of some type rather than youth since this is an area we have not worked with prior. Commissioner Hontos responded he understood that, however, youth was identified as a priority so if this is to change the Board needs to discuss it again and make that determination. Commissioner Conway agreed, but added this was determined pre-COVID and now things have changed. Ms. Reis said a response is still needed from Minnesota Pollution Control for well removal and testing on the Cooper Avenue site. Project Manager Paul Soenneker said a grant will be applied for in May to help with costs to complete this, but even if approved, it is still complicated and would take two seasons at least before building.

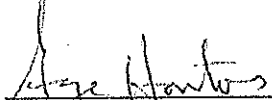
Commissioner Hontos stated that with the high cost of building currently he feels existing structures make more sense and that is the direction it appears should be followed.

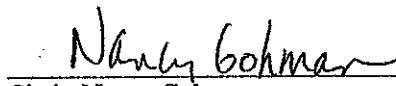
Discussion continued on the land values, acquisition costs and discussions held, or to be held, with the City, Pathways for Youth, Youth for Christ and to hold another study session with the full Board. Commissioner Dwyer stated the Board has had this discussion many times and in great detail. Commissioner Goerger suggested Ms. Reis put out an RFQ to see if there is any interest. Commissioner Hontos said with the high costs currently in building it may be more cost effective to look for already built options. Commissioner Jacobson commented there are so many people waiting so the fastest option would be best. Commissioner Dwyer responded she is hearing the same from her contacts.

Chair Gohman stated at this time Ms. Reis could keep an eye out for possible properties and if anyone else became aware of any to let them know. She also asked Ms. Reis to move forward with a RFQ to see what comes back. Chair Gohman said once this is completed it may give more direction in further discussion for the Board.

There being no questions, the meeting adjourned at 6:25 p.m.

ATTEST:

  
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Secretary, George Hontos

  
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Chair, Nancy Gohman

**ST. CLOUD HOUSING & REDEVELOPMENT AUTHORITY  
REGULAR MEETING**

**Wednesday, January 27, 2021**

The Regular Meeting of the St. Cloud HRA was held on Wednesday, January 27, 2021, via ZOOM. Chair Nancy Gohman called the meeting to order at 7:23 p.m. immediately following the annual meeting. She presided over the meeting from the St. Cloud HRA Boardroom, 1225 W. St. Germain Street.

1. Roll Call: Commissioners present: All - Mike Conway, Abdi Daisane, Seal Dwyer, Jeff Goerger, Nancy Gohman, George Hontos and Hani Jacobson.
2. Approval of Agenda – Commissioner Goerger moved for approval of the consent items and the agenda; Commissioner Dwyer seconded the motion. All Board members voted in approval. The agenda and consent agenda moved as presented.
3. Approval of Minutes Regular Meeting, December 16, 2020 – approved as presented.
4. Approval of Contract with Masterpiece Painting LLC. for Painting of Vacant Units – contract approved with Masterpiece Painting LLC for painting vacant units as needed.

Open Forum: At this time members of the public may address the Board with questions, concerns, or comments (regarding an item NOT on the agenda). Citizens are to contact Executive Director Louise Reis no later than 3:00 p.m. January 27, 2021 for her to bring forward since the meeting will be teleconferenced. Ms. Reis stated she had no requests.

Old Business: none.

New Business:

5. A. Public Hearing on the Change to Agency Plan and the Admissions and Continued Occupancy Policy (ACOP) for Public Housing – Louise Reis, Executive Director, gave detail to the two changes requested 1) Records Retention Policy for the agency, and 2) additional language added to the Utility Reimbursement in the Admissions and Continued Occupancy Policy (ACOP) for Public Housing. She said she had no external contact regarding the changes.

B. Approval of Resolution 2021-01 - Change to the Agency Plan – Commissioner Hontos moved for approval; Commissioner Dwyer seconded the motion. All Board members voted in favor. The motion passed.

C. Approval of Resolution 2021-02 – Change to the Public Housing ACOP -- Commissioner Dwyer moved for approval; Commissioner Goerger seconded the motion. All Board members voted in favor. The motion passed.

6. Review of Progress on Goals 2020-2025 – Ms. Reis stated this report was to inform the Board of the goals in progress, completion and continuation. She said they will be updated again in July.

7. Approval of Resolution 2021- 03 – Approval of Section 8 Management Assessment Program (SEMAP) Certification – Ms. Reis explained how annually the Agency is required by HUD to have Board approval of performance measures for key areas of the Section 8 Housing Choice Voucher Program. Commissioner

Conway moved for approval; Commissioner Daisane seconded the motion. All Commissioners present voted in favor. The motion carried.

8. Set Public Hearing for the Proposed Issuance of General Obligation Housing Revenue Bonds for Riverside for February 24, 2021, Resolution 2021-04 – Karen Rizer, Finance Director, gave a short explanation of her reasoning for the bond issuance and refinancing and the savings it will bring. Commissioner Conway moved for approval; Commissioner Dwyer seconded the motion. All Commissioners voted in favor; the motion carried.

9. Approval of interfund transfer from the Community Housing Fund to Swisshelm Village Apartments One, LP – Ms. Rizer discussed the proposed transfer of funds from the Community Housing Fund to Swisshelm Village Apartments One of \$435,000. Ms. Rizer explained these funds would be used to payoff the first mortgage with U.S. Bank that has a current interest rate of 5.72%. She said since investment interest rates are currently so low it will be more gainful to pay off the loan using the CHF dollars. Commissioner Dwyer moved for approval; Commissioner Daisane seconded the motion. All Commissioners voted in favor; the motion carried.

10. Approval of Recommendation from the Personnel Committee as relating to the Annual Performance Review of the Executive Director for 2020 - Personnel Committee Chair, Seal Dwyer, presented the following motion: The Personnel Committee of the St. Cloud HRA has conducted a performance review of the Executive Director Louise Reis and through the process of evaluation has determined that the Executive Director has achieved the stated goals and has conducted her business successfully. We recommend to the full Board accepting this performance evaluation along with the new goals for the coming year and the salary adjustment of 4.5% effective December 27, 2020. In addition, Ms. Reis will receive a one-time lump-sum merit payment of \$1,000 for her 2021 contract, which will be paid on February 11, 2021.

Commissioner Hontos moved for approval; Commissioner Goerger seconded the motion. All Commissioners voted in favor. The motion carried.

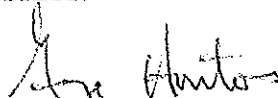
11. Report on Activities – Ms. Reis highlighted her report stating Germain Towers had received a “Satisfactory” on the Management and Occupancy Report saying this was the first management review the agency has had entirely remotely.

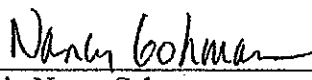
Ms. Reis, followed by the Board members, congratulated Commissioner Daisane on being in the *Top 5 Under 40* in St. Cloud for 2020.

Ms. Rizer reported on rent collection numbers and said she would email out a comparison to past years of uncollected rents. Chair Gohman asked if there was any relief funding available for residents or if it was only for landlords. Ms. Reis responded as a landlord the HRA could apply now for assistance for residents, however, it must be COVID related and they cannot be voucher holders. She said they are waiting for further information from MN Housing.

There being no questions, the meeting adjourned at 7:45 p.m.

ATTEST:

  
Secretary, George Hontos

  
Chair, Nancy Gohman