

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

Wednesday, July 27, 2022

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, July 27, 2022. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, George Hontos, and Hani Jacobson. Absent: Jeff Goerger.

Finance Director Karen Rizer began the meeting by pointing to the Central Office Cost Center – Fund 440 in the study session materials. She noted it includes the proposed budget for 2023, with minimal changes, but added that the maintenance supplies and services line is lower because the HRA purchased a new maintenance truck in 2022. Ms. Rizer also said when the 2022 budget was adopted, one position was allocated between the funds in salaries and benefits. The position changed to be fee for service, and as a result both charges for services revenue and salaries and benefits expenses are projected to be over budget in 2022.

Commissioner Hontos inquired about legal expenses and travel and training expenses. Ms. Rizer noted legal fees vary year to year; it is an unpredictable expense. Executive Director, Louise Reis, responded that a lot of training has been offered virtually or has been held in nearby cities so that budget fluctuates due to what training is available and where it is being held.

Commissioner Hontos asked if any reserves are being used in the 2023 budget. Ms. Rizer confirmed there are no reserves projected to be used in 2023. Commissioner Gohman asked Ms. Rizer how many times in the last 10 years has the budget been negative in the estimate versus actual. Ms. Rizer responded that has never been the case. Commissioner Dvorak asked how money ends up in the reserves. Ms. Rizer responded the biggest reason is funds received from charges for managing programs. Commissioner Hontos asked if there is a standard for the number of dollars in reserves for agencies similarly sized to the St. Cloud HRA, and Ms. Rizer responded there is not a standard recommended amount due to the diversity of programs that housing authorities administer.

Ms. Rizer asked the Board if there is any consideration in increasing the levy above the proposed \$527,000 amount to include additional funds for the Housing Trust Fund. Commissioner Gohman responded she does not feel the fund is far enough along to increase the levy in 2023. Ms. Reis added that she has not heard back from Stearns County Attorney's Office with the proposed changes she had provided after June's study session. The Board confirmed there are too many unknowns with the Housing Trust Fund to request additional funds in the proposed 2023 tax levy.

There being no further discussion, the study session ended at 5:33 p.m.

ATTEST:



Secretary, George Hontos


Chair, Nancy Gohman

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

Wednesday, July 27, 2022

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, July 27, 2022, at the St. Cloud HRA main office, 1225 West St. Germain Street, St. Cloud, MN. Chair Nancy Gohman called the meeting to order at 5:34pm.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, George Hontos, and Hani Jacobson. Absent: Jeff Goerger
2. Approval of Agenda – Commissioner Hontos pulled items 7 and 9 for further discussion; Commissioner Dwyer moved for approval on the remaining items; Commissioner Jacobson seconded the motion. All commissioners voted in favor; the agenda and consent agenda moved as presented.
3. Approval of Study Session Minutes, June 22, 2022 – approved as presented.
4. Approval of Regular Minutes, June 22, 2022 – approved as presented.
5. Review of 2022 Financial Reports – no action required.
6. Approval of Review of Waiting List Information – Authorization to Close Waiting Lists – approved as presented.
7. Review of Progress on 2020-2025 Goals – Commissioner Hontos inquired about refreshing the goals. Commissioner Dwyer suggested the Covid-19 pandemic put a pause on lofty goals, but the items are still relevant and in the works. Executive Director Louise Reis added that the goals are in the works, but staff is waiting on bids and contractor availability before more work can be completed. Commissioner Conway suggested revisiting the goals in early 2023 to reevaluate. No action required.
8. Approval of Contract for Scattered Sites Furnace, Water Heater Replacement, and Air Conditioner Installation 2022 – contract approved with August Plumbing & Heating for \$87,639.00.
9. Approval of Contract for Roof Repair at the Brownstones Family Townhomes – contract approved with Project One Construction, Inc. for \$59,400.00. Commissioner Hontos inquired about the price difference between the two quotes. Ms. Reis stated it is how the bids were submitted; the amount of work remains the same. Commissioner Gohman added that Project One Construction, Inc. has completed good work for the St. Cloud HRA before. Commissioner Hontos moved for approval; Commissioner Dwyer seconded. All commissioners voted in favor; the motion moved as presented.

Open Forum: Chair Gohman asked Louise Reis, Executive Director, if any member of the public had requested to speak; Ms. Reis responded there were none.

Old Business:

10. Approval of Resolution 2022-02 – Resolution Approving the Modification and Reissuance of the Issuer's Multifamily Housing Revenue Bonds (Sanctuary at St. Cloud Project), Series 2016. Finance Director Karen

Rizer said in 2016 the HRA issued housing bonds on behalf of the Sanctuary at St. Cloud and the borrower is currently in default and is requesting modification to the terms. Commissioner Gohman asked if all units are considered assisted living. Ms. Reis responded yes. Commissioner Hontos moved for approval; Commissioner Conway seconded the motion. All commissioners voted in favor; the motion moved as presented.

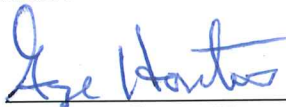
New Business:

11. Approval of Resolution 2022-06 – Adopting the Special Tax Levy for Payment in the Year of 2023. Commissioner Hontos moved for approval; Commissioner Conway seconded the motion. All commissioners voted in favor; the motion moved as presented.

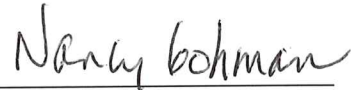
12. Report on Activities – Ms. Reis stated that Minnesota Housing conducted a Management and Occupancy Review at Grace McDowall and Northway Townhomes. The property received a score of 81 – above average for the property. Ms. Reis then announced property managers are participating in National Night Out and will be holding events at several of the properties. Commissioner Hontos inquired about an update on the CDBG program. Ms. Rizer responded she is hopeful the 18 applications will come to fruition so the funds can be spent.

There being no further business, the meeting adjourned at 6:00 p.m.

ATTEST:



Secretary, George Hontos



Chair, Nancy Gohman