

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

Wednesday, October 26, 2022

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, September 28, 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 5:45 p.m.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Jeff Goerger, Nancy Gohman, George Hontos, and Hani Jacobson.
2. Approval of Agenda – Commissioner Goerger moved for approval; Commissioner Dwyer seconded the motion. All commissioners voted in favor; the agenda and consent agenda moved as presented.
3. Approval of Study Session Minutes, September 28, 2022 – approved as presented.
4. Approval of Regular Minutes, September 28, 2022 – approved as presented.
5. Review of 2022 Financial Reports – no action required.
6. Approval of Resolution 2022-09 – Adopting the 2023 Budgets for the Tax Credit Properties – approved.

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: none.

New Business:

7. A. Public Hearing for the FSS Action Plan – Ms. Reis introduced the item and stated in August, at the original Public Hearing, the entire plan was approved, but when it was submitted to HUD they requested additional changes to Chapter 7. Ms. Reis asked Voucher Programs Manager, Lori Lygre, to discuss the changes. Ms. Lygre discussed portability, moving a voucher from one housing authority to another. She noted if someone is on the Family Self-Sufficiency (FSS) Program and they port out, they can participate in that housing authority's FSS program, but if they port out and the new housing authority does not have an FSS program, the HRA would look at whether or not the family is eligible to receive their escrow balance at the time of the port out. Commissioner Conway asked if a family is notified when they port out if an FSS plans exists or does not exist in the location they are moving. Ms. Lygre noted the HRA is required to answer those questions at the time they port out. Commissioner Hontos asked how the plan is reviewed. Ms. Lygre responded that the HRA's attorney reviewed the plan and it was submitted to HUD for approval.

Commissioner Gohman opened the Public Hearing at 5:46 p.m. There being no one present to speak, the Public Hearing closed.

B. Resolution 2022-10 – Approval of FSS Action Plan – Chapter 7 – Commissioner Conway moved for approval; Commissioner Dwyer seconded the motion. All commissioners voted in favor; the motion carried.

8. Approval of Change in Medical and Dental Insurance Providers – Finance Director, Karen Rizer, requested to change the medical insurance provider from PreferredOne to Health Partners and the dental insurance provider from

Guardian to Health Partners effective January 1, 2023. Commissioner Goerger moved for approval; Commissioner Dvorak seconded the motion. All commissioners voted in favor; the motion carried.

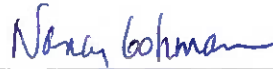
9. Report on Activities – Ms. Reis noted that Project Connect will be hosting an event on October 27 at the River's Edge Convention Center. The HRA staff attended a similar event on October 18 in Elk River. HRA Staff will also attend the VA Stand Down at River's Edge Convention Center on October 20.

There being no further business, the meeting adjourned at 6:07 p.m.

ATTEST:



Secretary, George Hontos



Chair, Nancy Gohman

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

Wednesday, October 26, 2022

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, October 26, 2022. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Mike Conway, John Dvorak [arrived at 5:07pm], Seal Dwyer, Jeff Goerger, Nancy Gohman, George Hontos, and Hani Jacobson.

Finance Director, Karen Rizer, presented the Tax Credit budgets to the Board. She began by discussing the Plum Creek Family Housing budget. She noted it is not much different from past years, but the biggest line item is for maintenance, as the buildings are getting older. Ms. Rizer noted the upcoming projects include decking for 3 units, HVAC for 3 units, and a washer and dryer for 2 units.

Ms. Rizer then moved to discuss Brownstones Family Housing budget, adding that the roof started to get replaced this year (2022) and the roof replacement will continue for 6 units in 2023. Also included in the budget are decking for 1 unit, HVAC for 1 unit, and a washer and dryer for 1 unit.


Continuing with Swisshelm Village Apartments One, Ms. Rizer mentioned there were higher unit turns at the property, and for 2023 they have budgeted digital signage and washer and dryer replacements. Commissioner Hontos asked about the turnover amount spent on each unit. Ms. Rizer responded that each unit is assessed on a case-by-case basis because it can vary widely. Commissioner Gohman asked about the high turnover of units. Executive Director, Louise Reis, responded that after COVID-19 there were a couple years that people were not moving out, or could not be evicted, and those issues were able to finally be addressed in 2022. Ms. Rizer moved to Swisshelm Village Apartments Two and said it does appear there will be a deficit in cash flow and it will be covered by a transfer in from the HRA. Commissioner Hontos asked if the money comes from the Community Housing Fund and Ms. Rizer confirmed yes. The 2023 projects for Swisshelm Two include digital signage, boiler controls, and washers and dryers.

Ms. Rizer then moved to Westwood Village Apartments and noted the largest item will be roof replacements for both properties. It is unknown at this point how the roofs will be paid for, whether it is a loan or a transfer from the Community Housing Fund. Ms. Rizer added the HRA will look at what Minnesota Housing has to offer for low-interest loans. Commissioner Gohman asked if they are flat roofs and Ms. Reis responded they are pitched and shingled. The Westwood Apartments also have digital signage, garage key pads, and washer and dryer replacements budgeted for 2023.

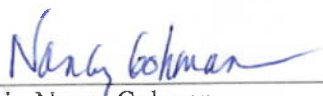
Continuing with the final Tax Credit property, Ms. Rizer moved to Riverside Apartments. For 2023, LED interior lighting, circuit breaker replacements for 12 units, tuckpointing, and an Amazon locker are budgeted for 2023.

There being no further discussion, the study session ended at 5:44 p.m.

ATTEST:



Secretary, George Hontos



Chair, Nancy Gohman