

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

**Wednesday, March 22, 2023**

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, March 22, 2023 at 1225 West St. Germain Street. Chair Nancy Gohman called the meeting to order at 5:00 p.m. She presided over the meeting remotely from 123 Riverside Drive SE, St. Cloud, MN. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, George Hontos, Hani Jacobson, and Carol Lewis.

Executive Director Louise Reis introduced Officer D'Andre Clark and asked him to present the 2022 HRA Police Calls for Service. Officer Clark began by breaking down the calls for service into two categories: criminal and civil. He noted that behavioral health/medical calls are the most received calls and they primarily come from Empire Apartments and Wilson Apartments. Officer Clark added he spends most of his time at those properties.

Commissioner Hontos asked Officer Clark how the total number of calls compares to previous years. Officer Clark responded that it is about the same. Commissioner Hontos followed-up by asking about the number of overdose calls and Officer Clark clarified that it could be a Tylenol overdose or something else medical, but listed as an overdose.

Commissioner Conway thanked Officer Clark for his work on the report and for providing the calls as criminal versus civil. Commissioner Conway asked if there are additional educational resources that can be provided to the residents to avoid so many medical calls. Commissioner Dwyer adds that if there were more ARMHS (Adult Rehabilitative Mental Health Services) resources, that would be beneficial, but there is a several months wait in the St. Cloud area. Ms. Reis said the HRA already coordinates with ARMHS, but if it is an emergency for a resident, the police are being called and it might not always generate a call to ARMHS.

Commissioner Lewis suggested sending a letter of resources to residents that have had calls for service to prevent further calls. Ms. Reis added property managers have had presentations at the properties to educate residents. Commissioner Conway asked if volunteers from organizations could spend more time with residents connecting them to resources. Commissioner Dwyer said waiting lists for all resources are overwhelmed in the St. Cloud area. Ms. Reis noted she has been a part of attempting to help individual residents receive assistance or help, but the resources cannot connect with the HRA employees, they have to connect with the resident and if the resident does not reach out, the agency cannot do more. Officer Clark added there is a co-responder for the St. Cloud Police Department, and they do assist with behavioral health calls when available.


Commissioner Hontos asked Officer Clark if he felt the HRA properties are safe. Officer Clark said there are no significant concerns at the HRA properties in regards to safety. The calls coming from the HRA properties are not unique to the HRA, and they are happening across the City of St. Cloud. Commissioner Conway asked how many calls from the HRA properties are not residents, but rather visitors or trespassers. Officer Clark said the majority of calls are residents.

Commissioner Hontos asked if HRA residents approach Officer Clark or reach out to him for assistance. Officer Clark said yes, he follows up with residents if they leave him messages or have concerns or questions. He feels he has a good relationship with the residents. Commissioner Dvorak asked how HRA properties calls of service compares to other apartments in the city. Officer Clark said HRA calls tend to be lower. Commissioner Lewis added that many residents would be homeless without the HRA properties, and asked if the HRA would reach out to services and have presentations at the properties to assist with finding appropriate resources. Ms. Reis responded that the property manager at Empire Apartments is holding weekly meetings for residents to ask questions and help find resources but

attendance varies. Commissioner Hontos added that the numbers in regards to calls for service look good and he is happy to hear the HRA properties are viewed as safe. Chair Gohman thanked Officer Clark for his service and his report. There being no further discussion, Chair Gohman adjourned the Study Session at 5:32 p.m. The Study Session moved immediately into the regular meeting.

ATTEST:

  
Secretary, Han Jacobson

  
Chair, Nancy Gohman

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

**Wednesday, March 22, 2023**

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, March 22, 2023 at 1225 West St. Germain Street. Chair Nancy Gohman called the meeting to order at 5:33 p.m. She presided over the meeting remotely from 123 Riverside Drive SE, St. Cloud, MN. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, George Hontos, Hani Jacobson, and Carol Lewis.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken.
2. Approval of Agenda – Commissioner Hontos moved to pull item 5 and Commissioner Dvorak moved to pull item 4. Commissioner Conway moved for approval on items 2, 3, and 6; Commissioner Dwyer seconded the motion. A roll call vote was taken and all Commissioners voted in favor; the agenda and consent agenda moved as presented.
3. Approval of Regular Minutes, February 22, 2023 – approved as presented.
4. Approval of Electrical Services Maintenance Contract – Commissioner Dvorak asked if the agency solicited quotes from other electrical companies for work. Project Manager Paul Soenneker noted this agreement is for standard maintenance and ongoing support; if a project arises the agency would solicit separate bids. Finance Director Karen Rizer added the HRA solicited quotes from 12 companies and Electrical Solutions Inc. was the only one to respond. The contract is approved with Electrical Solutions Inc. at an hourly rate of \$82.00. Commissioner Dvorak moved for approval; Commissioner Conway seconded the motion. A roll call vote was taken and all Commissioners voted in favor. The motion carried.
5. Approval to Write-Off Resident Accounts Receivable – Commissioner Hontos asked Ms. Rizer if any properties should be red flagged because some of the amounts seem unusually high. Ms. Rizer said the agency remains hopeful that within the next five years a majority of the amounts written off will be recovered through revenue recapture. Ms. Rizer added that because of COVID-19, the agency could not issue evictions and some of the high numbers are still a result of not being able to evict residents with past due rent. Commissioner Hontos moved for approval; Commissioner Dwyer seconded the motion. A roll call vote was taken and all Commissioners voted in favor. The motion carried.
6. Approval of Interfund Transfers – approved 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: None.

New Business:

7. Approval of Contract for Replacement Asphalt Shingled Roofs at Westwood Village Apartments One and Two – Mr. Soenneker said in May of 2022 the two apartment complexes sustained hail damage. Mr. Soenneker shared that the agency received bids from seven contractors and Kue Contractors Inc. presented

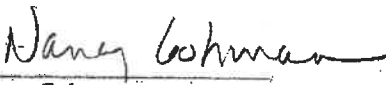
the lowest bid in the amount of \$344,342.00 for the replacement of asphalt shingled roofs at Westwood Village Apartments One and Two. At the request of the Board from a previous meeting, the agency did solicit bids for bot asphalt shingles and standing seam metal. The standing seam metal costs were over a million dollars for the complexes, and Mr. Soenneker shared that he was told asphalt shingles have a better warranty. Commissioner Dwyer moved for approval; Commissioner Conway seconded the motion. A roll call vote was taken and all Commissioners voted in favor. The motion carried.

8. Report on Activities – Ms. Reis noted Scattered Sites units had a HUD REAC inspection on February 17, 2023, and scored a 97 out of 100. Ms. Reis mentioned on Friday, March 10, 2023 the City of St. Cloud submitted a Congressional FY24 Project Funding Request to Senator Klobuchar's office, and prior to the City submission, Ms. Reis had provided suggested changes to the document for clarification, but the final funding request did not include the suggested changes.

There being no further business, the meeting adjourned at 5:47 p.m.

ATTEST:

  
Secretary, Hart Jacobson

  
Chair, Nancy Gohman