

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

**Wednesday, July 26, 2023**

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, July 26, 2023. Vice-Chair Seal Dwyer called the meeting to order at 5:00 p.m. Commissioners present: Mike Conway, Seal Dwyer, Hani Jacobson, and Carol Lewis. Commissioner John Dvorak participated via Zoom and Commissioner Nancy Gohman listened via Zoom. Commissioner George Hontos was absent.

Guest: Tim Poland, Continuum of Care Coordinator

Louise Reis, Executive Director, introduced Tim Poland and asked him to provide the Board with an overview about Continuum of Care (CoC), programs funded, and information from the last point in time count of homeless individuals.

Mr. Poland began with a PowerPoint presentation and explained that CoCs were born from the federal Continuum of Care Program, administered by the U.S. Department of Housing & Urban Development (HUD). The programs include both direct funding for housing and service programs, as well as requirements for planning to coordinate homeless response efforts across funding streams. The CoC is designed to build community-wide and community-level efforts to end homelessness. Mr. Poland added that the CoC work ensures that local communities are competitive for federal CoC Program funding. In the 2021 HUD CoC Program year, 211 programs in Minnesota were awarded \$37,983,851.

Commissioner Lewis asked if there was anything in the Minnesota State Legislature that was passed last session for homelessness. Mr. Poland noted there is an economic opportunity grant/RFP that is available for emergency shelters to use and 40% of the funds have been earmarked for rural Minnesota. Commissioner Dvorak asked if the funds specify which type of shelters it can be used for. Mr. Poland responded the funds are available for any shelter type.

Mr. Poland continued the conversation by discussing the latest point in time count of homeless individuals in the 13 Central MN CoC counties. He stated the numbers are captured on the last Wednesday of January, a mandated decision by HUD because they hope it is a cold day and people will be in shelters to be counted. Mr. Poland noted the swings in numbers can be attributed to how it is completed by different county employees and the numbers do not always accurately depict the number of actively homeless individuals because it is a single day where numbers are captured. Mr. Poland added that the total number for the HRA's four counties was captured at 1,360 in 2023.

Commissioner Conway asked if Elk River has a shelter. Mr. Poland responded that there is no shelter and they previously had not reported homeless individuals, but are now providing data and it has been helpful in the counts. Commissioner Lewis asked if anyone else in the City of St. Cloud is interested in establishing a shelter. Mr. Poland was unsure, but noted many individuals in the area receive his emails about information on available grants and funds. Mr. Poland provided his contact information and let the Board know they could reach out if additional questions arose.


The second part of the Study Session involved Finance Director, Karen Rizer, discussing the 2024 COCC budget. Ms. Rizer asked the Board to turn to page two to review the levy amount of \$714,000.00. It will fund the Fix-up loan program at \$150,000, and the other significant line changes include higher costs in lines 9 and 12 as the HRA's computers need to be updated. Commissioner Conway noted his continued concerns about the levy request being higher than previous years. Ms. Rizer acknowledged his concern

and said it is difficult for the HRA to want to request a higher levy amount. Ms. Rizer added that she has been a big proponent of housing bond fees because then the HRA would have fees to fund loan or other programs and not have to rely on the tax levy.

There being no further discussion, the Study Session adjourned at 6:08 p.m.

ATTEST:

  
Secretary, Hani Jacobson

  
Vice-Chair, Seal Dwyer

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

**Wednesday, July 26, 2023**

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, June 28, 2023 at 1225 West St. Germain Street. Vice-Chair Seal Dwyer called the meeting to order at 6:09 p.m. Commissioners present: Mike Conway, Seal Dwyer, Hani Jacobson, and Carol Lewis. Commissioner John Dvorak participated via Zoom and Commissioner Nancy Gohman listened via Zoom. Commissioner George Hontos was absent.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken.
2. Approval of Agenda – Item 12 was pulled from the agenda prior to the meeting due to new software implementation delays. Commissioner Dvorak asked to pull Item 5. Commissioner Lewis moved for Items 2-4 and 6-9 to be approved; Commissioner Jacobson 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 Study Session Minutes, June 28, 2023 – approved as presented.
4. Approval of Regular Minutes, June 28, 2023 – approved as presented.
5. Review of 2023 Financial Reports – Commissioner Dvorak asked Finance Director Karen Rizer about the difference on line item Salaries and Benefits on the Central Office Cost Center – Fund 440. Ms. Rizer noted she would not consider it a large difference and something as nominal as the third payroll of a month can skew the numbers the first five months of the year. No approval needed.
6. Review of Waiting List Information. No approval needed.
7. Review of Progress on 2020-2025 Goals. No approval needed.
8. Approval of Contract for Electronic Door Access System Replacement at Germain Towers – contract approved with Safeguard Security for \$46,850.77.
9. Approval of Funding for the Homestead Incentive Loan Program – approved transfer to the Core Neighborhoods Fund from the Housing Development Fund for \$200,000.00.

Open Forum: Vice-Chair Dwyer 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:

10. Approval of Resolution 2023-09 – Adopting the Special Tax Levy for Payment in the Year of 2024. Ms. Rizer requested approval for the Special Tax Levy amount of \$714,000. The tax levy request will be discussed by the City Council at the August budget meeting on August 16. 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.

11. Approval of Resolution 2023-10 – Application for Renewal of HUD CoC Rental Assistance and Rapid Re-Housing Grants. Executive Director, Louise Reis, requested approval of the application for HUD CoC Rental Assistance Grants in the amounts of \$398,904, \$88,416, and \$143,790 from the Department of Housing & Urban Development. Commissioner Conway moved for approval; Commissioner Lewis seconded the motion. A roll call vote was taken and all commissioners voted in favor; the motion carried.

12. Pulled from agenda.

13. Report on Activities – Ms. Reis noted on June 7, 2023 Minnesota Housing completed a Management and Occupancy Review for the Grace McDowall Apartments and Northway B Townhomes. The property scored a “Satisfactory” rating. The HRA received its Public Housing Assessment System (PHAS) score for the year ending December 31, 2022 and the agency received a score of 85 out of 100.

Ms. Reis added that Xcel Energy is participating in the Multifamily Energy Savings Program that provides qualifying building owners and managers with select energy saving services and appliances. For the HRA apartment buildings that Xcel Energy provides electrical service, with 5 or more units, and 66% or more units that are income qualified, they may receive appliance replacement services.

Ms. Reis continued with the State Rent Assistance Program funded by the Minnesota Legislative Session, which will provide rent assistance to households in need. The local HCV administrator will have a choice in administering the program in their jurisdiction. Minnesota Housing is working with MN NAHRO and HCV administrators to roll out the program.

Included in the board packet was a letter sent out to all HRA residents about the legalization of marijuana at the state level in Minnesota. Because marijuana remains illegal under federal law, nothing will change on properties owned or managed by the HRA, and a resident’s manufacture, sale, distribution, purchase, use, and/or possession of a controlled substance like marijuana constitutes grounds to terminate the lease and end the resident’s tenancy.

There being no further business, the meeting adjourned at 6:27 p.m.

ATTEST:

  
Secretary, Hani Jacobson

  
Vice-Chair, Seal Dwyer