

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

Wednesday, October 25, 2023

A Study Session for the St. Cloud HRA Board of Commissioners was held on Wednesday, October 25, 2023. Chair Nancy Gohman called the meeting to order at 5:00 p.m. Commissioners present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, Hani Jacobson, and Carol Lewis. Commissioners absent: George Hontos.

Karen Rizer, Finance Director, began the 2024 Property Budgets discussion with Public Housing and noted the major project for Empire Apartments in 2024 will be replacing boilers. The Scattered Sites will be siding and replacing the roof at two single family homes, with electronic lock installations at 36 townhomes, water heater and AC replacement at 12 townhomes, deck replacements at 12 townhomes, concrete repairs at various properties, and AC installation at 13 single-family homes. Wilson Apartments is looking at a plumbing line replacement, security camera replacement, and talking with an architect or engineer about a patio redesign. Ms. Rizer concluded the Public Housing discussion that with the funds the properties receive from HUD, the HRA is projecting a breakeven with the projects.

Commissioner Lewis asked if the plumbing project at Wilson is due to a federal bill. Ms. Rizer said not specifically. Commissioner Gohman asked what year Wilson Apartments was built and Executive Director Louise Reis responded the property was built in 1971 and the plumbing is original and the water lines are no longer operating at a high-level.

Ms. Rizer then moved to Germain Towers and noted there are no significant projects planned, just common area interior and exterior painting and common area AC replacement. Northway A&B is looking at either a loan or transfer from the Community Housing Fund due to significant maintenance items, and, as discussed last year, that either the boiler at Grace (McDowall Apartments) or windows and siding at the townhomes would be done in 2023 depending on contractor availability for the boiler replacement. The boiler has been completed this year at Grace, so now the windows, siding, and doors will be redone at the townhomes in 2024, as well as electronic locks at Grace.

Moving on to Eastwood Apartments, Ms. Rizer said this property has a small number of units and there seems to be an oddity every year that costs the property money. The HRA is looking at a \$25,000.00 transfer or loan this year, and since that number has been consistent yearly, Ms. Rizer suggested it may be brought to the Board at a future meeting to considering forgiving the current loan so the property could then potentially establish some reserves.

Al Loehr Apartments projects minor maintenance projects, including some furnace replacements, upgrading the camera system, and replacing the stairway carpeting. The property has never had debt, so it has significant replacement reserves to pay for the projects.

The Creeks have insignificant projects and the budget is expected to breakeven.

As previously discussed with the Board, Brownstones Family Housing has extensive projects with large costs in the upcoming year. The HRA will be applying for CDBG funds and hopes additional state funding will become available to help cover costs for re-caulking windows and replacing the roof.

Westwood Village Apartments and Swisshelm Village Apartments are expecting concrete replacement and washers and dryers. The properties will receive a transfer or loan from Community Housing Fund, but the interest the properties will pay to the Community Housing Fund next year means the net funding to the properties is much less. Commissioner Gohman asked if they are community washers and dryers and if they are on the card system or accept change. Ms. Reis confirmed they are community washers and dryers and on the updated card system.

Riverside Apartments is expecting to breakeven with the budget due to maintenance reserves that will help cover tuckpointing, a new fence, and additional exterior lighting.

Ms. Rizer concluded by saying the Central Office Cost Center Budget and the Voucher Programs Budget will be presented to the Board in December.

There being no further discussion, the Study Session adjourned at 5:25 p.m.

ATTEST:


Secretary, Hani Jacobson


Chair, Nancy Gohman

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

Wednesday, October 25, 2023

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, October 25, 2023 at 1225 West St. Germain Street. Chair Nancy Gohman called the meeting to order at 5:25 p.m. Commissioners Present: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, Hani Jacobson, and Carol Lewis. Commissioners Absent: George Hontos.

Consent Agenda:

1. Roll call was taken and the pledge of allegiance spoken.
2. Approval of Agenda – Commissioner Dwyer moved for approval; Commissioner Conway seconded the motion. All Commissioners voted in favor; the agenda and consent agenda moved as presented.
3. Approval of Study Session Minutes, September 27, 2023 – approved as presented.
4. Approval of Regular Minutes, September 27, 2023 – approved as presented.
5. Review of 2023 Financial Reports – no approval needed.
6. Approval of Contract for Furnace, Water Heater, and Air Conditioner Replacement at Flintwood Townhomes – contract approved with H & S Heating & AC in the amount of \$97,938.00.
7. Approval of Resolution 2023-14 – Adopting the 2024 Property Budgets – 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:

8. Approval of Software and Consultant Contracts – Finance Director Karen Rizer said the process to select a new software company was started in late April and after demos over the summer and price negotiations, the HRA is requesting approval for Executive Director Louise Reis to execute contracts with Yardi Systems, Inc. and Dashboard Solutions, LLC. The contract with Yardi will start December 1, 2023 and the contract with Dashboard Solutions will start November 1, 2023. The anticipated go-live date is June 1, 2024. Commissioner Conway asked about whether there is conversion programming or if it will be a manual conversion. Ms. Rizer responded it will be a program and the consultant with Dashboard Solutions will be available to ensure the transition goes smoothly. Commissioner Conway moved for approval and Commissioner Lewis seconded the motion. All commissioners voted in favor; the motion carried.

New Business:

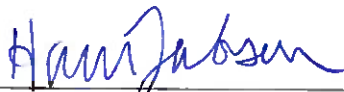
9. Approval of HRA Auditor Selection – Ms. Rizer requested approval for Redpath and Company as the HRA's auditor for 2023, with the option to renew for 2024-2027 subject to the annual review and the satisfactory negotiation of terms. Commissioner Dvorak moved for approval and Commissioner Lewis seconded the motion. All commissioners voted in favor; the motion carried.

10. Approval of Resolution 2023-15 – Authorizing Participation in the Minnesota City Participation Program for 2024 – Ms. Reis said it is an application that provides funds for first-time homebuyers in different areas of the state of Minnesota. The application will reserve monies for the City of St. Cloud for first-time homebuyers. She added that as of the end of September, there were 75 homes bought by first-time homebuyers in 2023. Commissioner Lewis moved for approval and Commissioner Jacobson seconded the motion. All commissioners voted in favor; the motion carried.


11. Report on Activities – Ms. Reis said The City of St. Cloud invited the Homeless Task Force members to meet on Thursday, October 19th, to discuss establishing a regional homeless task force consisting of people from both the county and city levels. Commissioner Gohman asked about the CDBG update. Ms. Reis responded that Shannon Adamski, Neighborhood Program Specialist, was on the radio with WJON advertising the programs and received a number of phone calls from people expressing interest in the program.

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

ATTEST:



Hani Jacobson Secretary,



Chair, Nancy Gohman