

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

Wednesday, June 26, 2024

A Regular Meeting for the St. Cloud HRA Board of Commissioners was held on Wednesday, June 26, 2024 at 1525 Northway Dr, St. Cloud, MN 56303. Chair Nancy Gohman called the meeting to order at 5:25 p.m.

Prior to the meeting, the following Board members attended an apartment building tour at Grace McDowall Apartments, 1525 Northway Dr, St. Cloud, MN 56303: Mike Conway, John Dvorak, Seal Dwyer, Nancy Gohman, George Hontos, Hani Jacobson, and Carol Lewis.

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, Hani Jacobson, and Carol Lewis. Commissioners absent: none.
2. Approval of Agenda – Commissioner Conway 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 Meeting Minutes, May 29, 2024 – approved as presented.
4. Approval of Regular Meeting Minutes, May 29, 2024 – approved as presented.
5. Set Date for Public Hearing for PHA (Public Housing Agency Plan – approved date of public hearing for Wednesday, August 28, 2024.
6. Approval of Creating Deputy Director Position and Starting the Hiring Process – approved as presented.

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

Old Business:

7. A. Approval of Resolution 2024-10 – Authorizing to Accept Broker Opinion of Value of Land from City of St. Cloud – Ms. Reis said the Board previously approved the Letter of Intent for the sale and donation of the parcel of land to Central Minnesota Housing Partnership (CMHP), but the City of St. Cloud requested to sell the adjoining parcel they owned to the St. Cloud HRA as part of the local contribution to the developer’s housing application. Commissioner Conway moved for approval; Commissioner Dwyer seconded the motion. All commissioners voted in favor; the motion carried.

B. Approval of Letter of Support and Amended and Restated Exclusive Letter of Intent – Ms. Reis said the changes include the sale and donation of the land as outlined in the new Letter of Intent. Commissioner Hontos asked about the timetable and Ms. Reis said the application is due in July but CMHP would not receive an answer until later in 2024. Commissioner Hontos asked if it is a strong application and Ms. Reis said CMHP is working with Stearns County to provide housing support services for homeless applicants to help with the application, but if it does not get approved this year CMHP would look at the possibility of project-based vouchers. The vouchers cannot be offered this year as it is not in the HRA’s PHA plan. Commissioner Conway moved for approval; Commissioner Hontos seconded the motion. All commissioners voted in favor; the motion carried.

New Business:

8. Approval of Performance Management Consultant Contract – Finance Director, Karen Rizer, said this contract

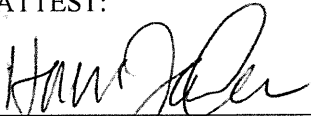
allows Gallaher to develop a performance management process and tool. The last time the HRA underwent changes for the performance management process and tool was over 20 years ago and a more automated process would create a more efficient process for staff. Commissioner Conway asked if this software integrates with the new housing software. Ms. Rizer responded it would not integrate with Yardi, but it will potentially be integrated with ADP. Commissioner Hontos asked if this software assesses positions and salaries. Ms. Rizer said this is separate from a salary study, and it will move the agency away from an Excel evaluation sheet to an automated process that will help provide consistency and more meaning to employee evaluations. Commissioner Conway motioned for approval; Commissioner Dvorak seconded the motion. All commissioners voted in favor; the motion carried.

9. Approval of Application to Minnesota Housing for Community Homeownership Impact Funds – Ms. Reis requested approval to apply to Minnesota Housing for value gap grant funds under the Community Homeownership Impact Funds. The request is for \$150,000 in funds for construction materials to build a single-family home on 19th Avenue North. If the grant is secured, staff will work with St. Cloud Technical College construction classes to design and construct the home. Commissioner Hontos asked about the conversations with Technical College. Project Manager Paul Soenneker talked with the Dean and they are excited about the opportunity to partner with the HRA on the home build. Commissioner Dvorak asked about the costs to the HRA and if the HRA forfeits funds. Ms. Rizer said the HRA will provide funds in addition to the grant funds. Commissioner Dvorak asked if the home is sold at cost or at market, and Ms. Rizer said it will likely be sold at market. Commissioner Hontos motioned for approval; Commissioner Dvorak seconded the motion. All commissioners voted in favor; the motion carried.

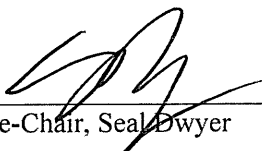
10. Report on Activities – Ms. Reis shared that the Department of HUD gave the St. Cloud HRA a score of 97 out of 100 on the Section 8 Management Assessment Program (SEMAP) for the year ending 2023. The score lists the HRA as a high performer. Ms. Reis then shared all of the waiting lists for the HRA will be closed effective July 15, 2024 to provide time for the data transfer ahead of the software conversion to Yardi. Chair Gohman asked if Mr. Soenneker is busy with the CDBG waiting lists. Mr. Soenneker responded there are 10 in construction and 18 on the waiting list, but the system in place works well and they keep moving forward.

There being no further business, the meeting adjourned at 6:02 p.m.

ATTEST:



Secretary, Hani Jacobson



Vice-Chair, Seal Dwyer